

The regular meeting of the Lafayette Public Library Board of Control was called to order by President Trista Badeaux at 5:30 p.m. on February 13, 2012 in the North Regional Library Meeting Room. Board members present were Bennett Bernard, Adele Blue, Suzanne Dardeau, Andrew Duhon, and Kay Theunissen. Staff members present were Library Director Sona J. Dombourian, Library Administrator Teresa Elberson, and Director's Executive Secretary Lisa Breaux. Library board members Vanessa Hill and Mark Tullos were not in attendance.

Prior to the start of the meeting, the Library Board unveiled a building plaque commemorating the donation of the land by the City of Carencro upon which the library is sited. Carencro Mayor Glenn Brasseaux, members of the current and past Carencro City Council including "Coach" Allen Conque, J. L. Richard, and L. J. Boudreaux were present and former library board members Lee Verret, Dr. Jean Kreamer, and Susan Hamilton were in attendance for presentation. Other guests included Jimmy and Catherine Brasseaux, Mrs. J. L. Richard, Diane Triche and NRL branch manager Peggy Thibodeaux.

APPROVAL OF MINUTES

Andrew Duhon moved to accept the minutes of the January 9, 2012 library board meeting. The motion was seconded by Kay Theunissen and all were in favor.

LIBRARY DIRECTOR'S REPORT AND UPDATES

The director's report and financial report were distributed. Ms. Dombourian highlighted that e-books circulation is continuing to grow at a phenomenal rate. She noted that many publishers are no longer lending to library markets and that some publishers have placed restrictions on the number of checkouts per item. The library is looking at several options for acquiring additional e-books to meet the high public demand.

The Library Foundation will hold its spring awards luncheon on Friday, April 20th at the City Club.

The Friends of the Library have scheduled the spring book sale for March 7-10 at the Heymann Center. Donations are now being accepted at the warehouse, and the sorting and storage operation is going well.

MAIN LIBRARY UPDATE

The fence surrounding the Main Library is kept locked on nights and weekends. Fourteen bids were received for the asbestos removal and demolition project. The architect's cost estimate was \$788,951. The bids ranged from the low bid of \$359,899 to a high bid of \$977,452. An award recommendation letter for the low bidder, Gill Industries, has been sent forward to LCG administration for consideration. The project is expected to begin by early April and is anticipated to take approximately six months.

A meeting was held with the project architect to finalize the pending features, including the teen wall, stairway and skylight, exterior book entrance, children's entrance and the covered building corners. Ms. Dombourian provided illustrations of the proposed children's entrance depicting an open book. The revised plan set is expected by the end of April with construction planned to begin in November. Illustrations of the building corner canopies were also included; one option will be included in the base bid and a separate option to be included in an alternate bid.

OLD BUSINESS

There was no old business.

NEW BUSINESS

MILLAGE RENEWAL ELECTION

Ms. Dombourian reviewed the tax millages that fund the library's operations. In addition to the millages, the library has a bond issue that has funded the construction of the new facilities. While additional bond sales may not be required to fund construction on the Main Library and East Regional due to an accumulated fund balance, all three millages will be necessary to fund the operations of the libraries once construction is completed. Voters in the 2002 election approved the bond issue and a second proposition to fund the third library O&M millage. A millage is effective for ten years, and the third library millage will be in effect through the 2012 tax year.

General discussion was held considering the next tax election including the cost of the election to the entity placing propositions on the ballot, whether the library would want to be on the ballot with other entities or alone, if there is a controversial proposition on the ballot, or timing if the proposition is unsuccessful.

Millages expiring in 2012 include City of Lafayette property taxes for police, fire, library, and parish drainage. Also included is an airport millage renewal. The City-Parish Government is looking at various options for funding city police and fire and may put other propositions (besides a renewal) on a future ballot.

No action regarding a library millage renewal date was taken at this time. The library director will continue to work with LCG on possible election dates.

DISPOSITION OF RECORDS

Ms. Dombourian requested that the board consider a transitional records retention policy for the library. The library is following the City-Parish records retention policy in regard to personnel and accounting. The library has several documents, files and records that are generated by the library, including cash register tapes, patron count sheets, working copies and draft documents used in preparing budgets, leases, and minutes, library board minutes, agendas and agenda packet materials, statistics, and library building program documents. Ms. Dombourian presented a transitional records retention policy addressing each of these items. Ms. Theunissen questioned why the policy is transitional. Ms. Dombourian responded that many files were being uncovered during the move out process and it is likely the policy will need to be revisited. Suzanne Dardeau moved to accept the transitional records retentions policy. The motion was seconded by Kay Theunissen and all were in favor.

ESTABLISH A LOCATION FOR THE MARCH 19, 2012 LIBRARY BOARD MEETING

Kay Theunissen moved that the Library Board of Control meeting scheduled for March 19, 2012 shall be held at the North Regional Library. The motion was seconded by Bennett Bernard and all were in favor.

ANNOUNCEMENTS

Mrs. Theunissen and Ms. Dardeau will be attending the Public Library Association conference in Philadelphia. Mrs. Badeaux is tentatively attending the Louisiana Library Association conference in Shreveport.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

There being no further business, the meeting was adjourned at 7:30 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary