

The regular meeting of the Lafayette Public Library Board of Control was called to order by Vice-President Suzanne Dardeau at 5:00 p.m. on May 21, 2012 in the Buchanan Street administrative office 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 president Trista Badeaux and board member Mark Tullos were not in attendance.

APPROVAL OF MINUTES

Vanessa Hill moved to accept the minutes of the April 16, 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 displayed photos taken of the progress on the Main Library renovation project. The contractor has completed phase one of the asbestos removal and demolition on the first floor of the Main Library. The first phase was done to permit the architect and engineers to study mechanical aspects of the building.

Long-time library volunteer, Dr. Henry Pitchford, passed away this past weekend. Dr. Pitchford was a faithful volunteer following his retirement from teaching at USL. His funeral will be held on Tuesday.

The Friends of the Library have announced that their Fall Author Dinner will feature southern author Rick Bragg. The tentative date for the dinner is Thursday, October 25th at the Petroleum Club.

Ms. Dombourian announced that library maintenance supervisor Larry Gass has announced his retirement effective August 1, 2012.

Discussion was held regarding proposed legislation, SB 753, prohibiting registered sex offenders from entering public libraries, when the victim is under the age of 13. The bill includes verbiage requiring library boards to develop and implement a plan to regulate access of sex offenders to the public library property under its jurisdiction. Should the legislation pass, a committee of the board may be established to draft a policy for the library. Ms. Dombourian will work with the state library and continue to monitor the progress of the bill.

OLD BUSINESS

WEST REGIONAL LIBRARY

Ms. Dombourian has received a list of architects and will be contacting each by letter regarding the West Regional project. Mayor Purvis Morrison is very agreeable to the West Regional project and has offered the Scott City Hall facilities for a building committee meeting. Ms. Dombourian recommended that a building committee meeting be held between June and July.

NEW BUSINESS

2012-2013 BUDGET

Ms. Dombourian presented the 2012-2013 proposed budget including \$10,625,049 in revenues, \$16,083,109 in expenditures (including \$7,600,000 in one-time capital for West, Main, and East) for review by the board. \$5,458,060 will be used from the fund balance.

Ms. Dombourian stated that there are no changes in Personnel Strength included in the proposed budget. Adjustments to salaries or benefits will be factored during the summer by LCG Budgeting. There are no anticipated raises for employees. Annual operating costs for the temporary rental facilities as well as some operational costs for the Main Library (until construction begins) are included.

Revenue highlights discussed included:

- Taxes have been budgeted at status quo; reassessment figures are not yet available.
- The budgeted amount for State for Public Libraries is \$0, as currently in the state budget.

- The budgeted amount for fines, lost books, printing and copying is based on current collections.
- Interest income is reduced to current projection.
- FY 11/12 includes a one-time reimbursement for group insurance.

Expenditure highlights discussed included:

- LCG related items i.e., administrative fees, leave payments to retiring employees, increases in salaries or benefits are included at the current year's budget amount.
- Personnel Cost does not include any additional positions.
- Operating Cost reflects twelve months at all temporary facilities, plus some items that may need to be continued until the general contractor takes over. E-rate funding commitment for July 2012-June 2103 has not yet been received. The telecommunications budget include 20% for November 2011-June 2012 and 100% for July 2012-October 2012 as projected and 100% for November 2012-June 2013 and July 2013-October 2013 for proposed/requested. Adjustments will be made once funding commitment is received.
- Tax election monies not projected for FY 11/12 but moved to FY 12/13.
- Reductions in guard service and Internet connection for the Main Library building are reflected. These items are included in the budget for the temporary locations as applicable.
- Book Budget for e-books is status quo; a slight reduction in database budget and leased book budget based on availability of product and demand are reflected.
- Capital 11/12 budget includes normal recurring capital expenses, recurring building/grounds/general plant maintenance for regional libraries; includes replacement library van, although it will be removed if able to purchase in FY 11/12.
- Capital – Pay as You Go (PAYG) 12/13 – Funds West Regional at \$7 million. Adds \$400,000 for Main Library to ensure second public elevator and some possible cost increases. Adds \$200,000 for East Regional to allow for some possible cost increases.

As of 11/1/2011, the fund balance was \$28,217,431. Of this amount, \$14,232,829 is 'undedicated' and available for subsequent year expenditures, \$13,959,614 is earmarked for the pay as you go building program, and \$24,988 was for 'prepaid' items.

The anticipated fund balance on 10/31/2012 is \$16,981,666 and the anticipated fund balance on 10/13/2013 is \$11,523,606. Ms. Dombourian distributed the proforma revenue and expenditures for fiscal year ended October 31, 2009 – 2019 which outlined anticipated fund balance through 2019.

Andrew Duhon moved to accept the O&M and capital budgets as presented. Bennett Bernard seconded the motion and all were in favor.

ESTABLISH A LOCATION FOR THE JUNE 18, 2012 LIBRARY BOARD MEETING

The next regularly scheduled board meeting is Monday, June 18, 2012. June and July are optional meetings for the board. Ms. Dombourian suggested that the June and July meetings be combined as a special meeting of the library board and building committee. Possible dates for the meeting are the week of June 25 or the week of July 9. Mr. Duhon moved to combine the June and July meetings into one library building committee meeting during the week of July 9th. The motion was seconded by Vanessa Hill and all were in favor.

ANNOUNCEMENTS

The Summer Reading Club sign up began today. The kickoff is scheduled for Friday, June 1, 2012. Lots of activities, performers, and crafts are planned for the day.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

There being no further business, Mr. Duhon moved to adjourn at 7:00 p.m. The motion was seconded by Bennett Bernard and all were in favor.

Respectfully Submitted,

Sona J. Dombourian, Secretary