

The regular meeting of the Lafayette Public Library Board of Control was called to order by President Suzanne Dardeau at 5:00 p.m. on February 18, 2013 in the Buchanan Street administrative office meeting room. Board members present were Bennett Bernard, Adele Blue, Andrew Duhon, Vanessa Hill, and Kay Theunissen. Staff members present were Library Director Sona J. Dombourian, Library Administrator Teresa Elberson and Director's Secretary Lisa Breaux. Board member Trista Badeaux was not in attendance.

APPROVAL OF MINUTES

Vanessa Hill moved to accept the minutes of the January 14, 2013 Library Board meeting. The motion was seconded by Andrew Duhon and all were in favor.

LIBRARY DIRECTOR'S REPORT AND UPDATES

The Director's Report and Financial Report were distributed. Usage statistics for January 2013 and the first quarter comparison were also distributed.

Ms. Dombourian reported that the Main Library renovation project will be out for bid during the week of February 18 for at least 28 days. The bids will be opened on Tuesday, March 19. A pre-bid conference will be held on March 6, 2013 at the Main Library to offer prospective contractors an opportunity to ask questions of the architect, purchasing and/or public works representatives. Once the bids are opened and a winning bid is awarded, 420 days are allowed for construction. Should construction begin approximately on June 1, 2013, the target re-opening date would be near the end of 2014. The possibility of exterior signage for the property during construction was discussed.

The architect is completing the final revisions to the East Regional project and incorporating the new bid packet into the project. Public Works engineer Jessica Cornay estimates that the project should be bid in March or April.

Ms. Dombourian highlighted the efforts of library staff, Public Works, the architect and the contractor to identify and resolve water issues at South Regional Library during heavy rains.

OLD BUSINESS

WEST REGIONAL LIBRARY

Discussion of matters related to the West Regional Library including the RFP for site selection, an update on the consultant contract and an update on the architect appointment continued. Ms. Dombourian provided an update on the project to date.

Update and Discussion on RFP for site selection for West Regional Library

The evaluation criteria included in the RFP for the West Regional Library was discussed. During the RFP process for site selection of the East Regional Library, the Library Board revised the percentages allocated for each of the evaluation criteria, assessing location with a greater value at 25%. The percentages assigned in the RFP for evaluation criteria are as follows: General Conditions 10%; Location 25%; Accessibility 10%; Size and Configuration 20%; Price 20%; Ownership 5%; and Environmental 10%. Ms. Dombourian requested Board discussion and confirmation of these values for the West Regional property RFP.

Following discussion, Andrew Duhon moved to accept the RFP with evaluation criteria percentages as allocated and re-affirm that the map of the desired radius is acceptable. Kay Theunissen seconded the motion and all were in favor.

Update on Consultant contract for West Regional Library

Ms. Dombourian presented a proposal from Dewberry Architects for consulting services for the West Regional Library. The proposal includes programming, design consulting, interiors, specialty interiors and furniture, fixtures and equipment for the West Regional Library. The total charges in the proposal are \$101,400 and reimbursables not to exceed \$12,000. Following discussion, Kay Theunissen

moved to authorize the Library Director to submit an amendment to the consultant architect contract to include the West Regional Library. The motion was seconded by Bennett Bernard and all were in favor.

Update on Architect appointment for West Regional Library

Ms. Dombourian stated that the list of architects on the Professional Services list has been received from Public Works. Ms. Cornay and Mr. Larry Broussard have reviewed the firms on the list and will solicit their interest in the West Regional Library project from these architectural firms. An update is expected to be provided at the March Library Board meeting.

NEW BUSINESS

There was no new business.

ANNOUNCEMENTS

Board Appointment

Applications to fill the vacancy on the Library Board have been received by the City/Parish Council. An appointment from the resumes received will be considered at the City/Parish Council meeting on February 19, 2013.

Louisiana Library Association Conference

The Louisiana Library Association Annual Conference will be held in Baton Rouge from March 6-8, 2013. The Trustee Section events are primarily on Thursday, March 7.

Friends of the Library Book Sale

The Friends of the Library will host their spring book sale at the Heymann Performing Arts Center on March 7-9, 2013 with a preview sale for Friends members on Wednesday, March 6.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

There being no further business, Andrew Duhon moved to adjourn at 6:10 p.m.. The motion was seconded by Kay Theunissen and all were in favor.

Respectfully Submitted,

Sona J. Dombourian, Secretary