

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 April 15, 2013 in the Buchanan Street administrative office meeting room. Board members present were Trista Badeaux, Bennett Bernard, Adele Blue, Andrew Duhon, Vanessa Hill, and Kay Theunissen. Staff members present were Library Director Sona J. Dombourian, Library Administrator Teresa Elberson, Library Budget Analyst Larry Angelle, and Director's Secretary Lisa Breaux. Yung-Hsing Wu was not in attendance.

APPROVAL OF MINUTES

Vanessa Hill moved to accept the minutes of the March 18, 2013 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. Usage statistics for March 2013 were also distributed.

Ms. Dombourian introduced new Budget Analyst Larry Angelle, who replaced the recently retired accountant Jennie Higginbotham. She also reported that Director's Executive Secretary Lisa Breaux has tendered her resignation from the library to accept other employment. Veronica Ryder, presently working in the Finance office at LCG, will replace Lisa effective April 29, 2013.

Ms. Dombourian reminded the Board that May 15 is the deadline for filing financial disclosure with the State Board of Ethics, if you were on the board for any length of time in 2012. The form is available online and the link will be emailed to the Board members.

Ms. Dombourian reminded the Board that the State of Louisiana also requires 1 hour of ethics training annually. The deadline is December 31 each year. As members complete the training, they are requested to email a copy of their certification to the library office.

Ms. Dombourian highlighted a recent project with library patrons participating in "Book Faces". A collage of photos can be found on the library website, in which patrons 'modeled' for several book covers.

The Library has a new mascot – an owl that has found the Main Library in the renovation progress to be a suitable spot for nesting. The Library is taking appropriate steps to ensure its safety and wellness.

Ms. Dombourian updated the Board on pending state legislation. The House Ways and Means declined to consider any of the proposals during this session. Ms. Dombourian has received communication from our tax assessor regarding House Bill 328 – a proposal to remove ad valorem tax on business inventories. Currently, businesses pay ad valorem taxes on their inventories and receive this amount as a credit against their State income tax. This legislation is proposed to address the loss of that credit should any proposal eliminating the State Income Tax be approved. This bill would put forth a constitutional amendment for the voters to decide on the issue. If approved by the voters, it would take effect in 2015. This amounts to approximately 10% of library revenues. Different groups are monitoring this legislation, including the State Library of Louisiana. Email updates will be forwarded as information becomes available.

Construction Report and Updates

South Regional carpets and upholstery have been recently cleaned. There was graffiti on the exterior walls and sidewalk at the South Regional Library. The graffiti has been removed after consulting with the architect on a suitable removal process. The cameras picked up images of the suspects and a police report was filed. We are investigating upgrading the exterior camera system at the library as well as a parking lot camera monitoring service.

A meeting with the architect is scheduled for tomorrow on the East Regional Library. The Mayor of Broussard has dropped the pending lawsuit against the City Parish Government. Per LCG's attorney, the annexation is now effective, and the unincorporated land use ordinance is no longer an issue for the Library. This will enable the Library to remain open until 9 p.m. as necessary.

The low bid for the Main Library Renovation from Ratcliffe Construction is under budget at \$9.133

million, and includes all three alternates. The contract has been sent to the contractor, and they are in the process of finalizing required insurance documents. A pre-construction conference is scheduled for next week. The contractor will be contacted for pricing to re-pave the entire parking lot based on the unit price in the bid. In addition, we are considering several enhancements, including replacing the pebbled walkway around the building, replacing the windows on the second and third floors, drainage improvements, and improving the sidewalk around the property as a continuation of the Downtown Streetscape project. The Library is also researching permanent fencing and gating options around the library property. The fence and gate would allow the library to close off the parking lot as needed in the evening, weekends, and special events. The fence would not prohibit library patrons from returning library materials.

Ms. Dombourian updated the Board on the Multivista proposal presented at the March meeting. Follow-up was done with the representative to obtain a list of Louisiana projects they had worked on as previously requested by the Library Board. The architect assured Ms. Dombourian that the Multivista contact would not take the place of the architect's provision for photos and reports. After consideration, Ms. Dombourian elected not to proceed with the Multivista proposal at this time. Further evaluation of the service may be considered for the East Regional Library.

OLD BUSINESS

SOUTH REGIONAL LIBRARY WATER ISSUE

Ms. Dombourian updated the Board on this item. A third quote for the recommended drainage improvements to resolve the South Regional Library water issue was received. Scapes, LLC was the low bidder, and a purchase order has been issued. Supplies and parts have been ordered and it is hopeful that the work will begin this week. Ms. Dombourian checked with Public Works to determine if this is something that the contractor or architect should be responsible for. At this time Public Works is of the opinion that the issue is not related to a design or construction flaw and that the improvements are the library's responsibility.

WEST REGIONAL LIBRARY

Ms. Dombourian stated that with the Main Library construction and East Regional bid finalization, as well as budget process, there was no update on the West Regional Library project.

NEW BUSINESS

DISCUSS CITY/PARISH PROPOSED ORDINANCE O-078-2013 CONCERNING "THE HOMESTEAD EXEMPTION VALIDATION PROGRAM"

An ordinance concerning the Homestead Exemption Validation Program is on the Council agenda for introduction at the April 16, 2013 meeting. The ordinance authorizes Lafayette Consolidated Government to enter into a cooperative endeavor agreement by and among the taxing bodies, including the Sheriff's Department, the Library, the School Board, LEDA, the Bayou Vermilion District, the Airport Commission and the Lafayette Centre Development district for software and services that the tax assessor will utilize in order to verify that property owners claiming a homestead exemption are truly eligible to receive a homestead exemption. If there is a cost associated with each one they find, each tax recipient would share the cost on a pro-rata basis. Once introduced, the ordinance is up for final adoption on May 7, prior to the next library board meeting. Ms. Dombourian presented to the Library Board for their information in the event the ordinance is approved by the City-Parish Council and a special meeting of the Library Board is needed. Ms. Dombourian will also notify LCG to update the Board President's name on the agreement.

BUDGET 2013-2014

Ms. Dombourian is beginning the budget process for 2013-2014. Proposed revenues are projected to be status quo, except for interest earnings. As the library begins to use the fund balance, interest earnings will begin decreasing. Dombourian estimates revenues to be approximately \$11,670,000, without any new properties on the

tax rolls. The library will occupy temporary facilities for all of 2014 while the Main Library construction is in process and the subsequent move back in, resulting in duplicate services for utilities, internet connectivity, etc.

Although the East Regional Library construction will not be completed by the end of the 2013-2014 fiscal year, Dombourian stated that the Board would need to make a decision before East Regional is opened regarding the future of the current Broussard and Youngsville branches. Preliminary discussion was held regarding the staffing of the new facility and the feasibility of retaining the existing locations. Dombourian also stated the potential need for additional personnel, specifically library branch managers for the East and West Regionals, building superintendent and additional maintenance staff. Salaries and benefits will be budgeted at status quo.

ANNOUNCEMENTS

LIBRARY BOARD VACANCY

Ms. Trista Badeaux's term on the Library Board of Control expires May 30, 2013. Ms. Badeaux announced that due to family commitments, she has decided not to apply for re-appointment to the Board. The announcement of this vacancy appears on the April 16, 2013 Council Agenda. The appointment for the five-year term will be made at the May 21, 2013 Council meeting.

Ms. Dombourian was presented a book, *The World Atlas of Musical Instruments*, plated in her honor, recognizing her receipt of the Essae M. Culver award at the recent Louisiana Library Association conference.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

There being no further business, Vanessa Hill moved to adjourn at 6:45 p.m. The motion was seconded by Trista Badeaux and all were in favor.

Respectfully Submitted,

Sona J. Dombourian, Secretary