

The May meeting of the Lafayette Public Library Board of Control was called to order by President Adele Blue at 5:00 p.m. on May 19, 2014 in the Buchanan Street administrative office meeting room. Board members present were Andrew Duhon, Kay Theunissen, Vanessa Hill, Joan Wingate, Yung-Hsing Wu, and Suzanne Dardeau. Bennett Bernard was not in attendance. Staff members present were Library Director Sona J. Dombourian, Library Administrator Teresa Elberson, Main Library Librarian Linda Broussard, and Budget Analyst Larry Angelle.

APPROVAL OF MINUTES

A motion to approve the minutes of the April 21, 2014 Library Board meeting was made by Kay Theunissen and seconded by Vanessa Hill. The motion unanimously carried.

DIRECTOR'S REPORT

Linda Broussard, the new Manager for the Main Library, was introduced to the Board and welcomed to the Library. Ms. Dombourian distributed the Director's Report. She reported that circulation numbers look good despite early closings for Festival International in April. She suggested that in 2015, the Main Library may consider closing at 4 p.m. on the Thursday and Friday of Festival International instead of 5 p.m. due to additional venues and activities that occur on those evenings. Mrs. Elberson discussed the upcoming Summer Reading Club programs and activities, including the Kickoff event that will be on May 30th at the South Regional Library. She shared the reading club themes for Adult, Teen, and Children's programs and said they were part of the national cooperative summer reading program. This year, all programs have a scientific theme. The Spark-A-Reaction Teen theme ties in well with our new Maker-Space at the South Regional Library. It has been named the "Spark Lab" and will feature programs and open house events where the 3-D printer and related technology will be available for a hands-on look. The Library has already received publicity on the Spark Lab and the opportunity offered to the public to see and use new technologies.

Ms. Dombourian reported that Lafayette Consolidated Government is in the process of refinancing the Library Bonds. LCG is making presentations to two bond rating agencies in June and Mrs. Blue, Mr. Duhon, and Ms. Dombourian will be attending. These meetings will be held at the South Regional Library.

CONSTRUCTION & FACILITIES UPDATES

SOUTH REGIONAL

The contractor is still working on the two major issues that remain – the fresh air units and the auditorium water leak. Ms. Dombourian updated that LCG did file and serve the lawsuit against the contractor. LCG is hoping that the contractor can resolve these issues and avoid having to proceed through the court system. The contractor's attorney has been so notified.

NORTH REGIONAL

The bollard replacements have been done.

MAIN LIBRARY

Construction is progressing. Since the Board tour in May, installation has started on carpeting. The children's department continues to be constructed. The Library is still hopeful for a summer completion on schedule.

EAST REGIONAL

Construction continues on the site. There is an issue with the roof sheathing material that was specified; the manufacturer is not currently using the product due to defects and the architect and contractor are working on options. Dry wall will not start until the roof is on and the windows are installed.

WEST REGIONAL

The survey work is being done for the property we are hoping to acquire. Once this is done, it will be platted and then will go to Legal for drafting of the Purchase Agreement.

LOOP SYSTEM

Teresa Elbersen reported that a hearing Loop system was installed at South Regional. It allows someone with a loop system-enabled hearing aid to walk into a room and hear a presentation directly in their hearing aid. Installation was made possible by The Seratoma Clubs and Friends of the Library. We are the first library in the state to have this capability. A presentation and photo-op will be held soon. We also hope to put this system in the meeting room at the Main Library.

COMMENTS FROM LIBRARY BOARD

LIBRARY FOUNDATION REPORT

Joan Wingate, as ex-officio from the Library Board to the Library Foundation Board, gave a report. The Library Foundation has a theme related to the 450th Anniversary of Shakespeare's birth. They are committed to matching up to \$20,000.00 for the artwork on the Children's entrance. The Endowments policy has been changed so that one book per \$1,000 in an endowment will be given each year to the Library. This year 231 were given to the Library versus 180 last year. Plans are underway for the Spellabration in November. Linda Alesi is the new Library Foundation president.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

VII. A 2014-2015 BUDGET

Ms. Dombourian distributed and discussed the budget packet. A preliminary budget – pending Library Board approval - was been submitted to LCG to meet their required deadlines.

Personnel calculations will be done by LCG. Employee raises for Civil Service employees, including the classified Library employees, would be proposed by the LCG administration and acted upon by the City/Parish Council. It is not known at this time if the LCG administration is proposing a raise for employees.

The 2013-2014 budget includes only a partial year of salaries and benefits for new positions related to the East Regional Library and the Main Library. The 2014-2015 proposed budget will cover salaries and benefits for twelve months. Ms. Dombourian is requesting one new position, a Library Operations Manager who would oversee all library finances, the business office, facilities maintenance, technology and other support services functions. The position would not require an MLIS but would require a business-related or management degree.

West Regional Library costs are currently in the budget at \$7,000,000. Based on increased construction and other costs, Ms. Dombourian is recommending adding \$1,000,000 in the 2014-2015 budget, making the total amount available for West Regional at \$8,000,000.

The proposed budget has an entire year of expenditure for the locations of the Broussard and Youngville branches, as well as the temporary facilities rented due to the Main Library renovations. This is because of the uncertainty of move-in to our new facilities and related closings of rental facilities. Once a building is accepted by LCG, utility and other costs will begin for the Library; this may be for several months before the facility would be ready for public use.

The proposed budget includes extra funds for an additional security guard / City Marshal for the Main Library now that three floors would be open to the public. The budget also includes guard service for the East Regional Library.

Andrew Duhon moved to approve the operating budget and the 5-year capital outlay budget as proposed and presented by the Library Director. The motion was seconded by Kay Theunissen.

Voting in favor were: Theunissen, Duhon, Dardeau, Wu, Blue, Hill, Wingate

Voting in opposition were: none

Absent: Bernard

The motion carried.

VII. B. JUNE AND JULY LIBRARY BOARD MEETINGS

Discussion was held about the cancelling the optional monthly board meetings set for June and July. If pressing business comes up, a special board meeting could be scheduled.

Suzanne Dardeau moved to cancel the optional June 16, 2014 and July 21, 2014 Library Board meetings. Joan Wingate seconded the motion. The motion unanimously carried.

The next regular board meeting will be August 18, 2014.

ANNOUNCEMENTS

Kay Theunissen's term on the Library Board will expire this Fall. It is her second term and she is not eligible to be reappointed due to LCG term limits. She asked if she would be notified when LCG advertised for her replacement. Ms. Dombourian indicated that LCG will

notify both Mrs. Thenunissen and the Library about this, generally about six weeks before the term expiration.

Joan Wingate was thanked for reminding all Board Members about filing the Annual Financial Disclosure report with the State Ethics Board by May 15th as required by the State. Ms. Dombourian stated that the Library Administration will make sure to remind the Board more timely in the future. As a separate issue, all Board Members and Library staff members are required to do one hour of Ethics training annually. This is available online. The deadline for this year is December 31, 2014. A reminder with the links will be sent to all Board members in the fall.

Suzanne Dardeau moved to adjourn. Andrew Duhon seconded and all were in favor. The meeting adjourned at 6:18 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary