

Minutes of the Meeting of the
Lafayette Public Library Board of Control

March 16, 2015

The regular meeting of the Lafayette Public Library Board of Control was held in the Conference Room of the temporary Administrative Offices at 604 S. Buchanan Street on Monday, March 16, 2015. Dr. Yung-Hsing Wu, President of the Board, called the meeting to order at 5:04 p.m.

I. Roll Call

Board Members Present: Bennett Bernard, Adele Blue, Suzanne Dardeau (arrived 5:05), Andrew Duhon, Amy Goode, Yung-Hsing Wu

Board Members Absent: Joan Wingate (illness), Vanessa Hill (attending a conference)

Administrative Staff Present: Sona Dombourian, Director; Teresa Elberson, Library Administrator

There were no members of the public in attendance.

II. Approval of Minutes

A motion to approve the minutes of the February 9, 2015 Regular Meeting was made by Amy Goode and seconded by Andrew Duhon.

Yeas: Wu, Duhon, Goode, Blue, Bernard

Nays: none

Abstain: none

Absent: Dardeau, Hill, Wingate

The motion to approve the minutes was approved.

III. Director's Report and Comments

Ms. Dombourian gave a verbal report to the Board. The Financial Report in the packet is the one available from Lafayette Consolidated Government. First quarter statistics were distributed. Discussion took place on the Library's usage and statistics in comparison with other libraries. Mr. Bernard asked if the 'people checking out' number was unique individuals checking out. Ms. Dombourian explained that that number was checkout sessions during the month. Mr. Bernard asked if our decreasing circulation numbers were the trend among other libraries. Ms. Dombourian said that, in general, we were following the trend compared to comparable in-state libraries. She also added that our numbers have continued to diminish with the closing of the Main Library for the renovations and, that when the Main Library reopens and the East Regional Library opens, the circulation numbers should increase.

Ms. Dombourian noted the retirement of long-time Milton Branch Assistant Henrietta Schilling. She also noted the passing of the former long-time Milton Branch Assistant Maude Picard.

IV. Construction and Facilities Update

Ms. Dombourian reported that the issues at the South Regional Library were still under discussion with the parties involved.

Ms. Dombourian reported that the Assistant City/Parish attorney, while working on the title search and official documents and ordinance needed for purchasing West Regional Library property, has discovered some relevant oil and gas leases that do not have a surface waiver and also a pipeline servitude. The surveyor is reviewing this to see if they are still in existence and/or impact the parcel we are considering. Mr. Bernard inquired about the flood zone based on the new flood maps. Mrs. Blue asked about the status of the Apollo Road project. Ms. Dombourian said she would check on this.

Ms. Dombourian gave an update on the status of the East Regional Library. She stated that furniture is starting to be delivered. The carpet issue in the Children's Department was resolved before the shelving arrived. Temporary occupancy was granted pending a few issues the contractor had to resolve. These issues have been corrected and a re-inspection was being held. She reported that there had been a complaint about the noise generated by the mechanical yard (chillers and sewer treatment plant). Currently, the mechanical yard does meet the Lafayette City noise ordinance based on decibel readings taken by the architect. Several steps have been taken to lower the levels, including silencers and a cover installed on the sewer plant. The Architect and Public Works continue to review and work towards a solution. There is also a rattling noise throughout much of the building that is worse in areas where the ceiling is open. The contractor and architect are in the process of addressing this issue. Most of the punch list items have been resolved by the contractor. The end panel supplier is not going to make their deadline, delaying the library move-in by several weeks. Ms. Dombourian said that the staff was still hopeful to make a May 1st opening.

Ms. Elberson reported that the Main Library has books on the shelves. These were moved from the warehouse by a company that specializes in moving books. She reported she is working on coordinating the move of the book collection in use at the Jefferson Street Library. The Library will be keeping the warehouse for the foreseeable future. Ms. Dombourian stated that public computers are in the process of being installed. The staff is still hopeful of a May opening if everything falls into place. The contractor is still working on punch list items, including the floors in the children's bathroom. There are some other floors that are questionable that the architect and contractor are still discussing. There are still some HVAC items being worked on and some furniture punch list items. The Children's entrance work is still pending. The Fire Marshal has granted full occupancy. Possibly tours of the building will be held in the next few weeks.

Ms. Dombourian said there is no update to report on the perimeter fence or the idea of leasing the parking lot after hours. She stated at this time, the library plans to keep up the construction fence.

V. Comments from the Library Board

Lafayette Public Library Foundation Report

Mrs. Blue gave the Foundation Report in Mrs. Wingate's absence. She reminded the Board of the Foundation's upcoming Awards Luncheon on April 10th and that all should have received an invitation.

VI. Old Business

Salary for the Library Director position

Dr. Wu distributed reviewed the handouts distributed at the last meeting. She stated that this discussion was prompted by the Board's performance appraisal of the current Director as well as possibly increasing the salary to make it more competitive in the future when the Library Board needs to seek a new Director. She said that the first chart was from the 2013 State Library report and compared percentage of borrowers to the population, and number of buildings. The chart also included salary and year of appointment. She noted that the chart shows that Lafayette has the highest percentage of borrowers to the population and that Lafayette's current Director has the most seniority.

The second chart is a comparison of current salaries of the various Department Directors in LCG and includes, in addition to the salary, the number of employees and size of budget each oversees. Dr. Wu expressed interest in knowing what the year of appointment was for each of these Directors. The Library Director's salary is the lowest of this group while the number of employees is the fifth highest. Mr. Duhon spoke briefly about the tenure of the LCG Department Directors.

General discussion was held about a salary range, necessary procedures, and timing for obtaining an increase in the salary budgeted for library director. The Board will make specific recommendations to be included in the 2015-16 proposed budget at the next meeting.

VI. New Business

Hours for the East Regional Library

Ms. Dombourian presented a recommendation for initial operating hours for the East Regional Library. The hours would be identical to the hours of the North Regional Library and would be reviewed after the facility has had three to six months of operation. The recommended hours are Monday through Thursday from 9 a.m. to 8 p.m.; Friday from 9 a.m. to 6 p.m.; Saturday from 10 a.m. to 5 p.m. and Sunday from noon until 6 p.m.

A motion to approve the initial operating hours of the East Regional Library as recommended was made by Bennett Bernard and seconded by Andrew Duhon.

Yeas: Wu, Duhon, Goode, Blue, Bernard, Dardeau

Nays: none

Abstain: none

Absent: Hill, Wingate

The motion to approve the initial operating hours of the East Regional Library was approved.

VIII. Announcements

Ms. Dombourian reminded the Board of the Louisiana Library Association and the American Library Association conferences. Dr. Dardeau is planning to attend the American Library Association conference.

IX. Comments from the public

There were no comments from the public.

X. Adjournment:

Adele Blue made a motion to adjourn the meeting. The motion was seconded by Suzanne Dardeau. The motion was unanimously approved. The meeting was adjourned at 6:25 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary