

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

November 21, 2016

The regular meeting of the Lafayette Public Library Board of Control was held in the Library Board Room on the 3rd floor of the Main Library at 301 West Congress Street on Monday, November 21, 2016. Joan Wingate, President of the Board, called the meeting to order at 5:15 PM. Joan then introduced everyone to the newest board member, Nora Stelly. The absence of a quorum was noted.

I. Roll Call

Board Members Present: Joan Wingate, President; Adele Blue, Joseph Gordon-Wiltz, and Nora Stelly.

Board Members Absent: Amy Goode, Vice-President, Suzanne Dardeau, Andrew Duhon, Yung-Hsing Wu.

Other Staff Present: Teresa Elberson, Director; Terry Roy, Library Administrator; Larry Angelle, Library Operations Manager; Nancy Hebert, Administrative Assistant; Danielle Dugas, Director's Executive Secretary.

Guests: Greg Damico, Architects Southwest.

Members of the Public: None.

II. Approval of Minutes

As there was no quorum, it was decided that the approval of the minutes of the October 17, 2016 meeting would be postponed until the December 19, 2016 meeting.

III. Director's Report & Comments

Mrs. Elberson told the board about all vacancies that were opened when the new budget went through on November 1. Terry Roy from the South Regional Library has been promoted to Library Administrator and will be doing screening interviews. Twelve positions that were formerly part-time have been moved to full-time as part of the new budget.

Four Library employees, Teresa Elberson, Terry Roy, Larry Angelle and Linda Broussard attended the Fall Administrative Librarians' Conference in Baton Rouge on November 4, 2016. Useful information was covered, including information on Open Meetings, Public Records, Records Retention, and FMLA.

Two librarians were sent to Comic Con in Lafayette. Amy Wander, Children's Librarian, dressed as the character Ms. Marvel to promote Lafayette Reads Together along with Comics Plus, our online comic books, and regular comics.

New in the collection are our Launch Pads. These are pre-loaded children's games on tablets for children ages 3-5. Launch pads are now circulating at Main, SRL, & ERL libraries.

Mrs. Elberson indicated that included in the packets were Branch Reports, Statistics, and Financial

Reports.

IV. Construction and Facilities Updates

Duson Branch has reopened after 61 days. It was reopened on November 7, 2016. Teresa Elberson stated that the two employees of the Duson library were housed in different locations while repair work was going on.

Chenier Branch needs updating. The library hopes to fund this with capital budget revisions. Lighting upgrades will be done first. Painting will be above-average cost because of the high ceilings and the need to bring in scaffolding.

The business office is working on amending the lease for Buchanan Street Parking to allow the Library to continue to lease 25 spaces. This is a one year lease with the option to renew four times, bringing it to five years total. Adele Blue asked how many employees park in this area because she doesn't see many cars when she passes. Teresa emphasized that the parking lot is now enclosed and there isn't a safe walkway to get from the lot to the library lot any longer and that once the lease is signed, employees will be encourage to park at that lot to give move space at Main for patrons and that safety is being addressed.

Furniture is being brought in and replaced at South Regional Library. Teen booths are being replaced and more shelving is going to be added in the book collection area.

Lighting was added at North Regional Library in the main lobby/circulation area.

The waterproofing project at North and South has been accepted. Joan Wingate asked if maintenance of this sort had to be done every so often. Larry Angelle and Teresa Elberson told her that painting, caulking, and other waterproofing efforts do indeed happen on a regular basis.

Teresa Elberson told the board that recycling will be starting soon at all facilities.

V. Comments from the Library Board

- A. Lafayette Public Library Foundation Report: Joan Wingate let the Board know that the Spell-a-bration was a wonderful success. She stated that this years' funds will go toward Lafayette Reads Together. Next month they will have their annual Christmas party, and in January they will start planning for their spring event. A well-known supporter of the Lafayette Public Library Foundation and founding member Suzan Allen passed away recently, and the Foundation was mentioned in her obituary, garnering many calls and donations for the Foundation.
- B. Expanding Services in North Lafayette Committee: Mr. Andrew Duhon wasn't present to provide an update.

VI. Old Business

Teresa Elberson spoke of the Library Millage being passed by 58%. She presented the Board with handouts showing how each precinct voted, the percentage of yes votes, and a map showing which outlying precincts didn't pass the millage. There was no advertisement to voters in the outer-lying

areas of the parish. The highest percentage of ‘yes’ votes came from the Vermilion River/Pinhook area, with the Congress/Downtown area coming in a close second. This is our core group of library supporters, long time users of the Main Library.

Teresa also made a general announcement about United for Libraries. She put money in the budget for the Board of Control to join and receive more information on advocacy.

VII. New Business

Greg D’Amico of Architects Southwest brought the Board up-to-date with progression of the West Regional Library. He stated that we are now at the End of Construction Documents Phase, and ahead of schedule. He is ready to go to bid now with the current specifications.

He explained that the site of the project is low-lying and will have two frontages once Apollo Road is built. The entirety of the building is to be raised 2 feet from previous estimated levels because of the flooding in August. Because no one knows how the market will react because of said flood, he is keeping the extra contingency in the project. Civil went up twenty-two dollars per square foot. Alternates to the project will add another \$376,000 to the price. However, putting them into the contract as alternates will ultimately be cheaper than doing change orders, as any contractor will be locked into the price they bid on the alternates. Phase II of the project will be done after Apollo road is built. Teresa Elberson and Larry Angelle are asking that money from other projects such as Main and East be earmarked and put into West so that all alternates can-be built.

For the December meeting, a quorum vote will be needed on a motion to approve Library Administration seeking Council approval to move Library funds (\$800,000) from the Main capital budget to West capital budget to fund additional cost associated with construction, including alternatives and improvements to be made after Apollo Rd. is built.

We will also request Public Works move to the construction documents phase.

VIII. Announcements

Adele Blue’s term on the board will expire January 7, 2017. She is eligible for reappointment and has already submitted her application.

The Board was reminded about the 2016 annual one hour of ethics training that is required of all public servants by December 31st. Library Board Members are considered public servants for this purpose.

IX. Comments from the Public

There were no comments from the public.

X. Adjournment

The meeting was adjourned at 6:21 PM.

Respectfully Submitted,
Teresa Elberson, Secretary

