

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

October 16, 2017

The regular meeting of the Lafayette Parish Public Library Board of Control was held in the Clifton Chenier Center Building C Auditorium at 221 W. Willow St. on Monday, October 16, 2017. Joan Wingate, President of the Board, called the meeting to order at 5:16 PM.

I. Roll Call

Board Members Present: Joan Wingate, President; Amy Miller, Vice-President (Arrived 5:20); Adele Blue; Nora Stelly; Joseph Gordon-Wiltz; Dr. Suzanne Dardeau; Dr. Yung-Hsing Wu; Andrew Duhon (Arrived 5:20)

Board Members Absent: None

Other Staff Present: Teresa Elberson, Director; Larry Angelle, Library Operations Manager; Terry Roy, Library Administrator; Danielle Breaux, Director's Executive Secretary

Members of the Public: Danny Gillane

II. Approval of Minutes

A motion to approve the minutes of the August 21, 2017 and the September 18, 2017 regular Meetings was made by Dr. Yung-Hsing Wu and seconded by Joseph Gordon-Wiltz.

Yeas: Wingate, Blue, Stelly, Gordon-Wiltz, Dardeau, Wu
Nays: None
Abstained: None
Absent: Duhon, Miller

III. Director's Report & Comments

Mrs. Elberson reported on library staffing changes listed in the Director's Report. Monthly reports from branches were included in board packets, along with statistics and financials. She also told the Board that Cara Chance had recently attended the Maker Faire Producer's Meetup at the World Maker Faire in New York on September 22 and 23.

The Friends of the Lafayette Public Library have approved their annual donation of funds in the amount of \$29,200 for summer performers, Book Talk and Friends Newsletter printing, and branch programming supplies. In addition to this annual gift, they also agreed to give \$6,000 for Bookmobile children's books and \$2,000 for Adult and Children's board game collections for Regional library branches.

The Fall Author Program featured Young Adult Author Matt De La Pena. After giving a presentation at J. W. Faulk Elementary, the Library had students, teachers, and parents from L. Leo Judice attend the evening program. He won the Newberry Medal in 2016 for his picture book *Last Stop on Market Street*. As this story involves a child riding a city bus with his grandmother, a city bus was invited to the Library to give everyone a chance to ride and visit the natural gas powered city bus. This event was attended by 375 people.

IV. Construction and Facilities Updates

A. Update

The September OAC meeting for West Regional took place onsite. A second septic tank was identified on the property when a work truck's front tire fell into the tank. The removal of the second tank will be added to the pending change order to remove the first tank. Dirt work continues and compaction tests were passed.

Quotes from Civil Engineer C.P.S. have been obtained for drawing up plans and specifications to improve ERL parking lot drainage.

Carpet is being replaced in the Children's Area of North Regional, along with parts of the lobby area, back desk area, and meeting room. The rolled type carpet in Children's will be replaced with colorful carpet tile.

Waterproofing at the North Regional and South Regional Libraries started on October 2, 2017. Stucco repairs, caulking and pressure washing were done at the North Regional Library. Parking lot repairs have begun at the South Regional Library.

B. Tour

The Lafayette Public Library Board was given a tour of the newly remodeled Chenier Center Library. Final furniture delivery was made on October 16, 2017.

V. Comments from the Library Board

A. Lafayette Public Library Foundation Report

Joan Wingate told the Board that the Foundation is ending their calculations for endowed titles. The Spellabration will be held on November 12, 2017 from 6:00 to 9:00 PM at the Main Library. Nora Stelly explained that the Foundation is very excited to have the event moved back to the Library, as last year people thought it was a Children's Museum fundraiser. The Foundation has agreed to sponsor a Library team of three to participate in this event. The money raised will go toward Lafayette Reads Together.

Mrs. Wingate also explained that a letter was recently sent to Councilman Jay Castille from the Library Board concerning the removal of the promotional monies from the Library budget. As previously explained, this money was not actually promotional, but the change between two staffing positions.

VI. Old Business

A. Discussion on library late fees and policy changes

Mrs. Elberson explained to the Board that in doing further research into what other libraries were doing with fines, she discovered that automatic renewals are being put into place for non-digital items.

Patrons are already urged to renew their items rather than garner a late fee. Different ways to renew include going into the library, logging into your account online, calling the library's 24-hour line, or through the library app. 31 percent of patrons currently renew their items.

Mrs. Elberson told the Board that she thinks this would be a good idea for our library, and our current ILS system can apply this change. Implementing automatic renewals would send a good message that late fees are not the focus of the library, but rather great service to the community.

She showed the board a depiction of ‘Automatic Renewal Man’, the character used by the Topeka and Shawnee County public library as a marketing gimmick. Our character, Renew Dat, was designed by Keith Guidry in the PR department.

Digital holds would not be automatically renewed, and an item could not be renewed if it was on hold. Items could not be renewed if they had already hit their maximum number of renewals. Patrons would receive a notice saying whether or not an item had been renewed.

Mrs. Elberson said that she would like to adopt this, and change it so that the grace period would extend to 14 days. The grace period now is one day. Also, after 6 renewals, the item must be returned after 30 days to avoid paying a lost item fee.

Right now, on a late book, there is also a \$5.00 processing fee. All ILS systems charge the retail price for the book, which is at least 40% more than what the library pays plus the \$5.00 fee. If a book is found, the \$5.00 is hard to refund.

Adele Blue asked if there was a big problem in libraries with people not renewing their books. Teresa Elberson told her that \$135,000 in fines are collected. Danny Gillane, Librarian IV, mentioned that if a book is a day late, the option to renew is now unavailable online.

A motion was made by Nora Stelly to accept the proposal presented by the Director concerning automatic renewal. The motion was seconded by Yung-Hsing Wu.

Yeas: Wingate, Miller, Blue, Stelly, Gordon-Wiltz, Wu, Duhon

Nays: Dardeau

Abstained: None

Absent: None

It was decided by the Board that the \$5.00 fee would be discussed at a future meeting.

VII. New Business

A. Library Calendar

A motion was made by Suzanne Dardeau to accept the Library Holiday Calendar for 2018. This motion was seconded by Yung-Hsing Wu.

Yeas: Wingate, Miller, Blue, Stelly, Gordon-Wiltz, Wu, Duhon, Dardeau

Nays: None

Abstained: None

Absent: None

B. Board Meetings

A motion was made by Yung-Hsing Wu to accept the Lafayette Public Library Board of Control Board Meeting calendar as presented. This motion was seconded by Nora Stelly.

Yeas: Wingate, Miller, Blue, Stelly, Gordon-Wiltz, Wu, Duhon, Dardeau

Nays: None

Abstained: None

Absent: None

C. Election of Officers

Amy Miller, Vice-President of the Board, announced to the Board that this would be her last meeting, as she has accepted a job elsewhere.

A motion was made by Andrew Duhon to elect Joseph-Gordon Wiltz as Board President and Nora Stelly as Vice-President. This motion was seconded by Suzanne Dardeau.

Yeas: Wingate, Blue, Stelly, Gordon-Wiltz, Wu, Duhon, Dardeau

Nays: None

Abstained: Amy Miller

Absent: None

D. Chenier Center Complex

Mrs. Elberson told the Board that she would like to explore taking over Building C of the Chenier Center Complex, which houses the Chenier Library. Planning and Zoning now controls the building and books the auditorium. Attainment of the building would likely increase foot traffic into the Library.

A motion was made by Nora Stelly to authorize the Director to explore the proposal for development of building C of the Clifton Chenier Center for expansion of library services. This motion was seconded by Andrew Duhon.

Yeas: Wingate, Miller, Blue, Stelly, Gordon-Wiltz, Wu, Duhon, Dardeau

Nays: None

Abstained: None

Absent: None

VIII. Announcements

A. Annual Ethics Training for Public Servants must be completed by December 31, 2017

B. Friends Author Dinner with Dianne Dempsey Legnon is Nov. 2 at the Petroleum Club starting at 6:30.

C. Reminder that the next Library Board meeting will be November 20, 2017.

IX. Comments from the Public

There were no comments from the Public.

X. Adjournment

There being no further business, Joseph Gordon-Wiltz made a motion to adjourn the meeting. Nora Stelly seconded the motion. The motion was unanimously approved. The meeting was adjourned at 6:40 PM.