

Minutes of the Meeting of the
Lafayette Public Library Board of Control
Finance Committee
May 31, 2018

The Lafayette Public Library Board of Control Finance Committee meeting was held in the Library Board Room on the 3rd floor of the Main Library at 301 West Congress Street on May 31, 2018. Andrew Duhon, Chairman of the Committee, called the meeting to order at 3:03 PM.

Roll Call

Committee Members Present: Andrew Duhon, Chairman of the Board; Joan Wingate; Jolan Jolivet (arrived 3:11 PM)

Committee Members Absent:

Other Staff Present: Teresa Elbertson, Director; Terry Roy, Library Administrator; Larry Angelle, Library Operations Manager; Danielle Breaux, Director's Executive Secretary; Benton St. Romain, Budget Analyst

Members of the Public: Bruce Conque, Council Member (departed 3:15)

Discussion of Library Millage revenues, library financials, and election dates

Included in committee packets were the Lafayette Parish Public Library System Proforma from FY 2018-2030 and the Fund Balance Analysis. Chairman Andrew Duhon explained that this shows the operating revenues and expenditures and what impact the millage renewal failure will have on the financial condition of the system.

Larry Angelle indicated that the first page was revenues and expenses and showed any excess or deficits and the second page was the fund balance and what the financial status would be if all capital projects were completed plus or minus the excess of revenues and also a savings of 50% as an emergency operating fund. Also projected out were future capital projects along with recurring capital expenses. Currently, a team of architects and engineers are assessing all facilities. They will then inventory and project out 30 years' worth of repairs and expenses on all facilities. The Facilities Condition Assessment will give more exact numbers. Revenues and expenditures were based on a conservative 3% increase each year.

Andrew Duhon stated that it isn't good fiscal policy to pay for recurring expenditures with non-recurring revenues. Joan Wingate echoed this sentiment saying that she can see the effects just two years out but also thinks timing is key on going back out for the millage. Mr. Duhon stated that the Library was criticized for a large fund balance but this also contains existing and future capital projects, including expansion. Teresa Elbertson indicated that each branch was built with enough property to expand and the architects on each were given the task to design a library that could be expanded based on the size of the property. North Regional is already past the 10-year mark and badly in need of expansion. East Regional has been open three years and in need of more study rooms and meeting rooms. West Regional is being built with more square footage but may need to be expanded as the City of Scott develops.

Andrew Duhon thanked staff past and present for getting wonderful facilities built at competitive pricing and providing excellent project management. He suggested waiting for the Facilities Condition Assessment numbers to be honed before moving forward.

The committee discussed being more prevalent in the public eye. Teresa Elbersen indicated that she was recently approached by a professor at the University of Louisiana at Lafayette that would like for his Master's level Public Relations class to use the library as their case study in the fall. A PR package would then be presented to be used as needed. She also made note of the new Outreach Department would be expanding their services out in the community.

Teresa Elbersen recommended that the Finance Committee stay in place and reevaluate the need for a millage next year in April before the 2019-2020 budget is due. Andrew Duhon suggested that they meet at each decision point to say whether or not a millage is needed.

A motion was made by Joan Wingate that stated the findings of the Finance Committee show that there is a need for recurring revenue for recurring expenses. The Finance Committee will stay in place and will meet periodically to continue to assess the operating expenses, the status of the fund balance, and specifically the facilities condition assessment and reconsider a reintroduction of a millage at a later date. This was seconded by Jolan Jolivet.

Yeas: Duhon, Wingate, Jolivet

Nays: None

Abstained: None

Absent: None

The motion was carried.

Comments from the Public

There were no comments from the public.

Adjournment

There being no further business, the meeting was adjourned at 3:55 PM.

Respectfully Submitted,
Teresa Elbersen, Secretary