

Minutes of the Meeting of the
Lafayette Public Library Board of Control
July 16, 2018

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 July 16, 2018. Joseph Gordon-Wiltz, President of the Board, called the meeting to order at 5:16 PM.

I. Roll Call

Board Members Present: Joseph Gordon-Wiltz, President; Nora Stelly, Vice President; Andrew Duhon; Yung-Hsing Wu; Adele Blue; Joan Wingate

Board Members Absent: Suzanne Dardeau, Jolan Jolivet

Other Staff Present: Teresa Elbertson, Director; Terry Roy, Library Administrator; Larry Angelle; Library Operations Manager; Nancy Hebert, Administrative Assistant

II. Approval of Minutes

A motion to approve the minutes of the June 4, 2018 Board Meeting and the May 31, 2018 Finance Committee Meeting was made by Andrew Duhon and seconded by Joan Wingate.

Yeas: Wiltz, Stelly, Duhon, Wu, Blue, Wingate

Nays: None

Abstained: None

Absent: Dardeau, Jolivet

The motion to approve the minutes was carried.

III. Comments from the Library Board

A. Lafayette Public Library Foundation Report

Joan Wingate informed the Board that the Foundation had recently met and decided that the Spellabration fundraiser was no longer the proper vehicle to spread the word of the needs and services of the library and would not be held this year. She also stated that an increase push for memberships, increased endowments, and a major push for more publicity would be their main concern at this time.

B. ALA Report

Andrew Duhon attended the ALA Conference in New Orleans. He told the board that he attended very nice sessions, including the opening session featuring Michelle Obama and another speaker session with Doris Kearns Goodwin. He also attended sessions about community conversations and library late fees.

IV. Director's Report & Comments

Teresa Elbersen announced staff changes, including one resignation and many transfers. Terry Roy is currently interviewing to fill vacancies.

Three Community Relations Department staff members attended a free Social Media Day event at ULL that included a full day of presentations and workshops on using social media effectively.

Teresa Elbersen made an evening presentation to members of the 705 Club at their meeting at the Main Library on June 21, 2018. This is a group of young leaders that are interested in supporting the library after the failed millage. Teresa Elbersen also made a lunchtime presentation to several members of the Rotary Club North on June 26, 2018.

13 Librarians for LPL and one Library Board member attended the annual American Library Association Conference held in New Orleans from June 22-26. Former First Lady Michelle Obama was the opening speaker along with the new Librarian of Congress, Carla Haden. There were 8000 attendees for the opening program. Mrs. Obama promoted her new book to be released in November titled *Becoming*. The conference next year will be held in Washington, D. C.

The Musical Instrument Lending Library was launched during the Chenier Center Block Party event held at the Chenier Center on June 27, 2018. Councilman Patrick Lewis and Mayor-President Joel Robideaux were in attendance. The event consisted of a preview of the M.I.Brary, music-inspired crafts, registration for the summer reading program, food fun and community health information, a tour of a swat vehicle and mounted police, free healthy snacks and books for children, and live music with the New Natives Brass Band and PMG.

Instrument lending started July 2. It was an immediate success with all but 5 of the 30 instruments being checked out the first week. Instruments can be found in the online catalog with pictures and information on each. All instruments will be housed at the Chenier Center Branch and must be checked out and returned there.

A program was also launched to lend table top games at the Regional Branches. The \$2000 in startup funding for this new collection was given by the Friends of the Library. The goal for this program is to have a wide selection of popular games available to all ages. Jigsaw puzzles may be added in the future.

The Secretary of State's office is owed \$45,509.84 and the Clerk of Court's office is owed \$100.00 for filing per LCG budgeting/finance for election costs.

The FY18/19 budget introduction to the council will be done at the July 24th council meeting. The Library budget hearing before council will be at 1:00 PM on August 16.

Departmental reports were included in board packets. All statistics for the first six months of the fiscal year have been posted to the board website.

Larry Angelle stated that as of July 9, the library has brought in about 14.1M in revenues and spent about 9.1M but that 6.2 is encumbered at this time. If the library were to spend everything encumbered there would be a deficit of 1.2M, reducing fund balance.

Teresa Elbersen and Terry Roy are taking an ecourse titled Winning Support and Influencing Communities for Library Funding. This 12 week ALA course is presented by Everything Group, a nationwide library PAC. *Winning Support and influencing Politicians for Library Funding*, written by Patrick Sweeny and John Chrastka, has been ordered.

V. Construction and Facilities Updates

An OAC meeting was held June 28. Several sections of cement in the drive have failed testing specifications and will need remediation before the end of the project.

Color glass has been added back into the project. Approval has been given for a possible time delay and cost of glass, framing and building protection that might be necessary if glass panels are not in place at time of building mechanical systems going on-line.

The furniture package of chairs, tables, etc. has been approved. The shelving and end panels had to be re-bid. Office furniture and some special furniture pieces are out for quotes now.

A pre-construction webinar was held June 20 with the bookmobile vendor staff to make final changes (adds/deletes) to the construction specs. Colors for walls, floors, work surfaces and shelving will be chosen later in the month. Right Angle will design the wrap for the bookmobile. The design committee consists of Larry Angelle, Terry Roy, Amy Wander (Head of Outreach), Teresa Elbersen, and Joan Wingate representing the Library Foundation.

A facility assessment has been completed by Dude Solutions, Inc. The report is available on the library website. The second part of this project involves using software for maintenance tracking.

Attorneys have been contacted to figure out how to make the transfer of the Chenier Building C to the Parish Library System. The contract for roof repairs has been awarded.

A meeting was had with LAND Architecture to discuss the preliminary library park design. Their services for schematic development of the park on this downtown property was paid for by the Downtown Development Authority. The library is now waiting on a cost estimate to get funds moved into place for this project.

The equipment has been ordered to start the RFID tagging/conversion project. Six additional temporary employees will be hired to assist with the 12 week tagging project.

Overtime will also be offered to any employee willing to assist. This project should run from August 1 – October 31.

VI. Old Business

None

VII. New Business

A. Student Library Cards

Teresa Elberson explained to the board that she has not yet met with the Lafayette Parish School System representatives to finalize the plan for student IDs to act as a public library card. There is a plan in place to load student information from LPSS into the LPL system so that every public school student automatically has a library card.

B. Millages

Larry Angelle presented to the Board three options to levy the millages for the 2018/19 budget year. Option 1 would be to leave millage assessments as they are at 2.68, 1.48, and 1.84. Option 2 would be to not collect any of the 1.61/1.48 millage, and leave the other millages at current rates of 2.68 and 1.84. Option 3 would be to collect a reduced millage on the failed 1.61/1.48 millage to 1.0 mills, and leave other millages at the current rates of 2.68 and 1.84.

A motion go forward with Option 1 was made by Andrew Duhon and seconded by Nora Stelly.

Yeas: Wiltz, Stelly, Duhon, Wu, Blue, Wingate

Nays: None

Abstained: None

Absent: Dardeau, Jolivette

The motion to approve going forward with Option 1, leaving millage assessments as they are, was carried.

VIII. Announcements

A. Reminder that the next Library Board Meeting will be Monday, August 20, 2018.

B. Reminder that yearly ethics training should be completed before December 31, 2018

IX. Comments from the Public on any matter not on this Agenda

There were no comments from the public.

X. Adjournment

There being no further business, Joseph Gordon-Wiltz made a motion to adjourn the meeting. Joan Wingate seconded the motion. The motion was unanimously approved. The meeting was adjourned at 6:25 PM.

Respectfully Submitted --Teresa Elberson, Secretary