

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

June 4, 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 June 4, 2018. Joseph Gordon-Wiltz, President of the Board, called the meeting to order at 5:15 PM.

I. Roll Call

Board Members Present: Joseph Gordon-Wiltz, President; Nora Stelly, Vice President; Joan Wingate; Suzanne Dardeau; Andrew Duhon; Jolan Jolivette

Board Members Absent: Adele Blue; Yung-Hsing Wu

Other Staff Present: Teresa Elberson, Director; Terry Roy, Library Administrator; Danielle Breaux, Director's Executive Secretary; Benton St. Romain, Budget Analyst; Courtney McKnight, Accounting Clerk

Members of the Public: Michael Lunsford; Claire Taylor; Phillip Boudreaux; Council Member Bruce Conque (departed 5:40 PM)

II. Approval of Minutes

A motion to approve the minutes of the May 21, 2018 board meeting was made by Andrew Duhon and seconded by Joan Wingate.

Yeas: Wiltz, Stelly, Wingate, Dardeau, Duhon, Jolivette

Nays: None

Abstained: None

Absent: Blue, Wu

The motion to approve the minutes was carried.

III. Comments from the Library Board

A. Lafayette Public Library Foundation Report

Joan Wingate told the Board that committees are still forming for the Foundation and planning for Spellabration is well underway. The Spellabration will be held in the Main Library on November 9, 2018.

IV. Director's Report & Comments

Teresa Elbersen presented the Director's Report sans financial and statistical information. She reported all staffing changes.

Larry Gass, retired (2012) Administrative Assistant with the library passed away April 11. Larry also served as the Head of Maintenance for the library system until his retirement.

Sharon Lavender, retired (2014) Children's Librarian, passed away May 20. She worked as a Children's Librarian Storyteller at Main and North Regional for 20 years.

A new partnership was started with the Hilliard University Art Museum and there are now 15 museum passes that can be checked out for free family admission to the Art Museum. This partnership was launched on the 21st of May and was immediately successful. Passes are available for check out at all nine branches. The passes are good for one week and provide access for a household to enjoy what the museum has to offer. Library patrons may place a hold on a pass by calling their local branch or by asking the circulation desk when visiting a library location. Families using the library pass will also have an opportunity to field test the museum's new family bags that contain games and activities as prompts for exploring the galleries.

The Summer Reading Kickoff event was held Saturday, June 2 at the Main Library. A great time was had with activities both at the library and Parc Putnam. The event was held jointly with the Bike Safety Festival, and there were many things for children to do throughout the day.

V. Construction and Facilities Updates

Construction of the West Regional Library is going smoothly with architects and contractors working well together on site to keep things moving. Current work is focusing on the roof and interior wall framing.

The bid for the bookmobile has been awarded to LDV, Inc as the lowest responsible bidder at \$259,762.00. This item came in well under budget. LDV, Inc. is the company that built the latest bookmobile for the East Baton Rouge Parish Library.

A bike repair station was recently installed just off the bike lane on Congress where the Library Park will be located. There is an air pump, tools for quick repairs, and a QR code for bike repair instructions. It was used within an hour of installation.

VI. Old Business

There was no old business to discuss.

VII. New Business

A. Report of the Finance Committee

Andrew Duhon reported that the Committee had met on Thursday, May 31. This committee included Chairman Andrew Duhon, Joan Wingate, and Jolan Jolivet.

Currently, a team of architects and engineers are performing a facilities condition assessment. They will then inventory and project out 30 years' worth of repairs and expenses on all facilities.

The findings of the Finance Committee show that there is a need for recurring revenues 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 the reintroduction of a millage at a later date.

B. Library Card Policy Change

Currently, Section C of the Library Card Policy states that individuals who do not qualify as a resident of the parish, nor for a reciprocal borrowing card, but would like to borrow material, may purchase a card for a refundable fee of \$20. Teresa Elberson presented the Board with an option to change the policy that stated the individual may purchase a card for a non-refundable \$20.00 fee per year. This card expires after one year.

A motion to accept the changes in the Library Card Policy as presented was made by Suzanne Dardeau and seconded by Joan Wingate.

Yeas: Wiltz, Stelly, Wingate, Dardeau, Duhon, Jolivette
Nays: None
Abstained: None
Absent: Blue, Wu

VIII. Announcements

A. Reminder that the next Library Board Meeting will be Monday, July 16, 2018.

B. Yearly Ethics Training due 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, Jolan Jolivette made a motion to adjourn the meeting. Joan Wingate seconded the motion. The motion was unanimously approved. The meeting was adjourned at 5:45 PM.

Respectfully Submitted,
Teresa Elberson, Secretary