

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

May 21, 2018

The regular meeting of the Lafayette Public Library Board of Control was held in the Library Board Room on the 3<sup>rd</sup> floor of the Main Library at 301 West Congress Street on May 21, 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; Adele Blue; Andrew Duhon; Joan Wingate; Jolan Jolivet (Arrived 5:38 PM)

Board Members Absent: Suzanne Dardeau; Yung-Hsing Wu

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

Members of the Public: Claire Taylor, Jim Crumling, Gordon Gueydan, Jeremy Kratzberg, Mike Voigtsberger, Alex Worstell

**II. Approval of Minutes**

A motion to approve the minutes of the March 19, 2018 board meeting was made by Andrew Duhon and seconded by Joan Wingate.

Yeas: Wiltz, Stelly, Blue, Duhon, Wingate

Nays: None

Abstained: None

Absent: Dardeau, Wu, Jolivet

The motion to approve the minutes was carried.

**III. Comments from the Library Board**

**A. Lafayette Public Library Foundation Report**

Joan Wingate announced that the Lafayette Public Library Foundation held their Annual Meeting and Awards Banquet on Friday, April 13, 2018. The theme was Read Local and it was a great success. She explained that moving forward, the Foundation will have committees to work on increasing membership, increasing endowments, and publicity and community outreach. Adele Blue stated that she was no longer on the Foundation Board. Nora Stelly congratulated Mrs. Wingate and said that her style truly showed through her continuous effort in hosting the Awards Luncheon. Andrew Duhon indicated that it truly differed from those of the past, with many different authors on exhibit.

#### **IV. Director's Report & Comments**

Teresa Elberson announced to the Board that Departmental Reports and the Financial Statement were in their packets. She explained that statistics would be ready for the next meeting.

Staffing changes, new hires, and current vacancies were announced.

Teresa and librarians from ULL, SLCC and the school system together accepted the National Library Week proclamation at the City-Parish Council meeting on April 3. It was an excellent event to show the solidarity of libraries in the community.

Several staff members worked the library booth at the Innovation with an Accent: Lafayette at the Intersection of Culture and Technology as a part of the annual Robideaux Report at the Heymann Center on April 12. A 3-D printer was included in the demonstration.

Teresa spoke briefly at the LPL Foundation luncheon on Friday, April 13. She accepted the annual named endowment check and thanked the foundation for their support. The millage FAQ was placed at each setting.

The library had a tent Saturday and Sunday during Festival International as part of the children's area at Cathedral Carmel. Several activities were provided for families.

The summer issue of BookTalk is now out. Several changes were made to the organization and design in hopes that it will help patrons and staff find the information they need faster. Pages will be added in every edition as offerings of programs are expanded. Also included in packets was a form that can be used to suggest books for the collection at the West Regional Library.

On May 9 at about 4:00 PM, staff members on the north side of the building on the 3<sup>rd</sup> floor reported that they heard a loud noise and felt the building shake. Other staff on the 3<sup>rd</sup> floor started giving reports of a burning electrical smell, and said smell started to travel to other floors. The fire alarm was pulled and the building was evacuated. Six fire trucks responded. Staff pinpointed the issue to the 3<sup>rd</sup> floor mechanical room. Belts melted in the Energy Recovery Ventilator #2, giving out the burnt electrical smell. Staff and patrons were allowed to re-enter the building after 30 minutes. The unit will be replaced this week.

There was also a faulty fire alarm in the lobby that set off the fire alarms in the building a week later on May 16. Everything was evaluated and 911 was called. The fire sensor has since been replaced.

Children up to 12 years old were able to join the Summer Reading Program, Libraries ROCK!, beginning May 14. The Teen and Adult Summer Reading Programs also take place May 14 through July 31. The Main Library will hold the Kickoff Celebration of the Summer Reading Program on Saturday, June 2 from 10:00 AM until 3:00 PM. This will for the first time be held in conjunction with the Bicycle Safety Festival in Parc Putnam.

## **V. Construction and Facilities Updates**

The construction of West Regional Library is progressing as roof trusses and walls are going up. A meeting was held with the architects to discuss minor modifications that are a part of change order #3. Furniture and shelving bids were opened on May 17. Dewberry will be evaluating these bids and giving a recommendation within the next several weeks.

Bids should be open May 24 in Scott for the construction of “approximately 1 mile of roadway construction beginning at the intersection of Apollo Road and Old Spanish Trail heading in a southeasterly direction and ending at the j-turn southeast of L Provost Road situated in the City of Scott, Louisiana”. There are 275 days allowed for the project.

Two bids were received for the Bookmobile on May 10. Those bids are being evaluated by Mr. Bowden, Fleet Superintendent. Both bids came in well under budget. Delivery dates still spanned 8-10 months.

## **VI. Old Business**

There was no old business to discuss.

## **VII. New Business**

### **A. Library Director will provide an overview of the library millage renewal election results**

Joseph Gordon-Wiltz announced to the Board that he was interested in forming a finance sub-committee of the Board so that the Board could play an integral part in making decisions about the election going forward.

Election results from the Secretary of State website were included in packets. There were four propositions on the ballot for the City, and two propositions for the Parish. The number of votes only varied by 13 votes between the two propositions voted on by the Parish. The strongest percentage of passing votes was in Precinct 49 which is in the center of Lafayette around the Saint Streets area. The lowest percentage of passing votes was in Precinct 6, which is on the East side of 49 in Carencro.

Teresa Elberson and Keith Guidry did a radio spot with announcer Bernadette Lee on KPEL before the election. Mrs. Elberson also appeared on the Robideaux Report. Two stories aired on KATC and two aired on KLFY. An article that appeared on The Current, written by Kevin Blanchard, was also included in packets. The Daily Advertiser and The Advocate both published pieces after the election. A national PAC called Every Library did pick up the story from The Daily Advertiser and ran the article on their Facebook page.

## **B. 2018-2019 Proposed Library Budget**

A copy of the 2018-2019 Proposed Budget was provided in packets. The proposed budget reflects the full operating costs of the owned facilities of the Main Library, the North Regional Library, the South Regional Library, the East Regional Library, and the West Regional Library. It also includes costs associated with the small leased library branches in Duson and Milton as well as some operational costs involved with the Scott branch as services are moved to West Regional. Also contained within are operational costs for two libraries in LCG buildings (Chenier, Butler) and the leased Warehouse facility.

Construction of West Regional is expected to be complete in the fall of 2018 with the library taking possession of the property before the end of the year. The budget reflects twelve months of operating costs and staffing for this facility. The building will be in operation for several months getting furniture, material, and equipment into place before it is opened to the public.

The FY 18/19 capital budget was pared down significantly to catch up on spending past years capital budget allotments that are currently reflected in the fund balance.

Revenues estimated at \$14,566,632 are based on the three current millages being collected at the current lowered rate of 6.0 mills. Revenues could change after millage rates for 2018 are set by the council.

Proposed expenditures for FY 18/19 include \$12,912,061 in O&M and \$24,000 in capital, and \$38,000 has been included for election expenses.

A motion to approve the FY 18/19 Proposed Budget was made by Jolan Jolivet and seconded by Andrew Duhon.

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

Nays: None

Abstained: None

Absent: Dardeau, Wu

The motion to approve the FY 18/19 Proposed Budget was carried.

## **VIII. Announcements**

**A. Reminder that the next Library Board Meeting to be held Monday June 18, 2018 has been changed to June 4, 2018.**

**B. Yearly Ethics Training due before December 31, 2018.**

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

Jeremy Kratzberg and Gordon Gueydan suggested that the Makerspace be open up to volunteers on the weekend. Mrs. Elberson asked that he filled out a comment form after the meeting.

**X. Adjournment**

There being no further business, Andrew Duhon made a motion to adjourn the meeting. Jolan Jolivet seconded the motion. The motion was unanimously approved. The meeting was adjourned at 6:34 PM.

Respectfully Submitted,  
Teresa Elberson, Secretary