

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

May 20, 2019

The regular meeting of the Lafayette Public Library Board of Control was held in the meeting room on the 3<sup>rd</sup> floor of the Main Library at 301 West Congress Street on May 20, 2019. Andrew Duhon, Vice President of the Board, called the meeting to order at 5:15 PM.

**I. Roll Call**

Board Members Present: Andrew Duhon, Vice President; Adele Blue, Hilda Edmond

Board Members Absent: Nora Stelly, President; Yung-Hsing Wu, Suzanne Dardeau, Joan Wingate; Jolan Jolivette

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

Members of the Public: Michael Lunsford; Hannah Boni; Matthew Humphrey

**II. New Business**

**A. Approval of the Minutes**

Because of the absence of a quorum, the approval of the minutes of the April 15, 2019 Regular Board Meeting, the April 25, 2019 Special Board Meeting, the April 30, 2019 Finance Committee Meeting, and the May 6, 2019 Special Board Meeting was tabled until the June Board Meeting.

### **III. Comments from the Library Board**

This was tabled until the June Board Meeting.

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

Departmental reports were included in packets.

Staff changes were announced to the board.

Three librarians (Terry Roy, Sam Lollar, and Anna Braud) attended the Texas Library Association conference in Austin April 15-18. This is one of the biggest state conferences around so many librarians from Louisiana attend this conference in neighboring Texas.

The newest version of the Mobile App is now available in the App store for downloading. That information will be sent out so that everyone can change over to the new App for Lafayette Public Library.

The exterior book return at the West Regional Library has the same monitor issue where the screen cannot be read on sunny days. MK Solutions hopes to send a new monitor for testing by the end of May.

The newest BookTalk was included in packets.

Larry Angelle stated that 14M in revenues has been brought in, and 8.3M has been spent thus far.

### **V. Construction and Facilities Update**

The building that housed the Scott Library was cleaned and the keys were turned over to the landlord on April 30.

The Grand Opening of the West Regional Library was held May 13. We had a great turn out and many library staff members were able to attend. The Friends provided all of the refreshments. The library officially opened for a full day of business on May 14.

## **VI. Old Business**

### **A. LPL Collection Development Policy**

Discussion of the LPL Collection Development Policy was delayed until the June meeting.

## **VII. New Business**

### **A. 2019-2020 Proposed Library Budget**

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 included costs associated with the small leased library branches in Duson and Milton. There are operating costs for two libraries in LCG buildings (Chenier, Butler) and the leased Warehouse facility.

Revenues estimated at \$11,105,381 are budgeted according to library projections for FY 19/20. This is based on revenues from two millages that will be assessed at the end of 2019 for the budget year beginning November 1, 2019. The current rate of assessment is 2.68 (2.91) and 1.84 (2.0) for a total of 4.52 mills. With the loss of the unrenewed millage, we will also see an estimated loss of \$65,000 of state revenue sharing. The board has a pending request to roll up and collect the remaining two millages at their highest rate to 4.91, an increase of .39 mills. It is estimated that this will bring in an additional revenue of \$872,000 plus the additional portion of state revenue sharing. Ad valorem taxes, state revenue sharing, and interest on those funds make up 98% of the library revenue stream. The other 2% is fines, printing and Xerox revenues. Revenues from library fines were decreased to reflect the impact the automatic renewal service is having on fine collections. Printing and Xerox revenues are expected to increase with the West Regional Library being opened. Friends and Foundation donations reflect regular levels of giving for library programs/printing and endowments.

Adele Blue asked about the comment made by Mayor-President Robideaux that the library had been functioning on two millages. Teresa Elberson stated that information is incorrect, the library won't see 4.52 until next fiscal year.

Expenditures proposed for FY 19/20 include \$12,202,701 in O&M and \$0 in capital, \$0 in election expenses.

Administrative fees, leave payments to retiring employees, adjustments to salaries or benefits are budgeted per the library's projected costs. This is for informational consideration and will likely change once the budget process moves toward council adoption.

Personnel cost is estimated at \$7,430,217. This is 61% of O&M.

Operating and Maintenance (O&M) is estimated at \$4,772,565.

In total, \$688,948 in cuts were made to the budget to align this budget with actuals over the last 1.5 years of expenses. To keep from having to make drastic cuts to maintenance, services and staffing, the library is proposing to dip into fund balance reserves in FY19/20 by \$1,097,401 to operate and staff all of the facilities and balance the budget.

Capital costs are estimated at \$0.

An ordinance (0-082-2019) is being introduced at the Lafayette City-Parish Council meeting on May 21, 2019 transferring 12M in fund balance into the 18/19 Capital Budget for expansion of NRL and a new N.E. Branch facility in Lafayette.

Any additional improvements to Chenier Building C are on hold. No capital funds dedicated to this.

Any additional improvements to Downtown Park are on hold. Capital funds in budget subject to internal transfers.

Hilda Edmond asked about bookmobile operating costs, and was informed that it was included in transportation.

Andrew Duhon made mention of the fact that the N.E. branch and the expansion of NRL were already going to be included in the 20/21 budget but the ordinance being introduced on May 21 will put the projects into the 19/20 budget.

The budget review schedule was included in packets.

Lacking a quorum in attendance, no action was taken on the proposed budget.

## **VIII. Announcements**

- A. Reminder that the next Library Board meeting will be Monday June 17, 2019.
- B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2019.

**IX. Comments from the public on any other matter not on this agenda**

Michael Lunsford spoke about Ordinance O-082-2019 and said that he wanted to remind everyone that the people bringing the ordinance before the council were the same people that said they had no control over the Library Board.

Hannah Boni spoke to the need for a library on the northeast side of town and the need for expansion or NRL. She also stated that she has successfully hosted two Drag Queen Story Times, and thought that the library could possibly host one now that would be open to the public. She has \$400 worth of reading material that she would like to donate for the first LPL-sponsored Drag Queen Story Time. She also made mention of the fact that she uses Lynda and Overdrive often.

Matthew Humphrey spoke in regards to policy changes mandating that certain groups pre-pay for event security to use meeting rooms. He finds this policy reckless and discriminatory. He said this policy is poorly written and seems targeted at Drag Queen Story Time. His open records request on groups requiring security in the past to prove if this policy was targeted or not is still pending.

**X. Adjournment**

There being no further business, the meeting was adjourned at 5:45 PM.

Respectfully Submitted,  
Teresa Elberson, Secretary