

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

October 21, 2019

The regular meeting of the Lafayette Public Library Board of Control was held in the meeting room on the 3rd floor of the Main Library at 301 West Congress Street on October 21, 2019. Nora Stelly, President of the Board, called the meeting to order at 5:12 PM.

I. Roll Call

Board Members Present: Nora Stelly, President; Andrew Duhon, Vice – President; Joan Wingate, Hilda Edmond, Adele Blue, Yung-Hsing Wu, Douglas Palombo

Board Members Absent: None

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; Jason Gilbert, Accounting Specialist; Keith Guidry, Community Relations Coordinator

Members of the Public: Michael Lunsford, Ben Myers

II. New Business

A. Approval of Minutes

A motion to approve the minutes of the September 11, 2019 Finance Committee Meeting and the September 16, 2019 Regular Board Meeting was made by Joan Wingate and seconded by Yung-Hsing Wu.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo

Nays: None

Abstained: None

Absent: None

III. Comments from the Library Board

A. Lafayette Public Library Foundation report

Joan Wingate explained that the Foundation has been quite busy during the election season. She pointed out that even after the election, news articles were still giving out the wrong fund balance information, showing the need for them to be more vocal about what the library brings to the community and the needs of the library.

The Foundation's new website should be operational shortly.

Nora Stelly pointed out that both the Foundation and the Friends have been much more active on social media.

IV. Director's Report and Comments

Staff changes were announced to the board.

The library has terminated the FAX 24 vendor service and purchased fax machines for all ten locations. FREE faxing is now offered at all branches. Faxes can only be sent, not received. This eliminated the need for staff to handle money to sell fax cards.

In July, staff at Main reported books in the social sciences section were found damaged. Someone had used a box cutter to cut up pages in the books or pages were ripped out. More items were found in August. The damages moved to the science and religion sections. Staff managed to narrow the time down to a few days and Larry Angelle started to review the camera footage. Other facilities were also asked to start looking at books in the same subject areas. It was discovered that the person had been to NRL and SRL in the social sciences section also cutting material. After extensive searching of camera footage at Main and NRL, Larry Angelle narrowed it down to an older white male and was able to place him in the sections looking through books on several days. Staff also used cameras to identify his vehicle. During this time, a news reporter contacted Terry Roy to tell her he had received a strange letter that stated someone was in the library damaging materials in certain specific areas that were named. Terry Roy believed it to be written by the person doing the damage. All staff was put on high alert and his picture was given to the public service desk staff. On October 9, the man walked into Main and went to the third floor. The sheriff's deputy was sent upstairs to detain and arrest the individual. He has denied the charge. The library has several days of camera footage of visits and with books in his hands.

On October 9, he was charged with two felony counts of simple criminal damage to property. \$1500.00 at SRL and \$3000.00 at Main. He was released from jail on October 18. In total he slashed 134 items worth just under \$4000.00. The library hopes to get restitution and a permanent ban has been issued.

The newest issue of BookTalk was included in packets.

The Louisiana Book Festival will take place in Capital Park, Downtown Baton Rouge, on Saturday, November 2.

Election results were presented to the board, along with precinct analysis.

Andrew Duhon stated that he had done his own precinct analysis. Even before the vote, he was concerned with the wording of the rededication issue on the ballot.

Branch reports were included in packets.

Beginning November 1, Macmillan is changing the way that they sell eBooks. The publisher will limit libraries to purchasing only one copy of each new eBook title for the first eight weeks after its release. Additional copies will then be available for two years of access at a price quadruple consumer prices.

V. Construction and Facilities Update

The contract with 720 Design has been signed and the library hopes to begin working with Maureen soon on community input and needs assessments for the North East Regional Library.

The Professional Services Committee met last week and the top three recommended architectural firms for the North East Regional Library have been approved by the committee and will be forwarded on to the Mayor-President's office for final selection.

The next step in the N.E. Regional library project is to find property.

Public Works engineer Angela Thibodeaux has been assigned to the North Regional Library expansion project. She is working with Glenn Angelle to get the architectural contract for this project done.

The library hopes to have a Schematic Design to present to the board in November for the South Regional Library Expansion.

Larry Angelle made note of the fact that 720 Design has been assigned to both the North East Regional project and the North Regional expansion project.

VI. Old Business

A. Update on Library Budget

A proforma was included in packets with updated figures.

On September 17, 2019, the City-Parish Council voted on a roll forward of a millage from 1.84 to 2.00. This motion failed. They did then reassess the 2.68 millage up to 2.91. For fiscal year 19/20, there will be a total millage collection of 4.75 mills which is higher than the 4.52 projected previously.

The final budget has not been released yet for 19/20, so final numbers are not available.

Proformas show the fund balance dipping around 2023/2024, when the opening of the North East Regional Library is projected.

Financials were included in packets. Larry Angelle stated that revenues collected in the 18/19 fiscal year equal around \$14.8M and expenses thus far equal \$13.8M.

VII. New Business

A. Library Calendar

A motion was made by Joan Wingate to accept the 2020 Library Calendar as presented and was seconded by Yung-Hsing Wu.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo

Nays: None

Abstained: None

Absent: None

B. Board Meetings

A motion was made by Andrew Duhon to accept the 2020 Board Meeting Calendar as presented and was seconded by Yung-Hsing Wu.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo

Nays: None

Abstained: None

Absent: None

C. Election of Officers

A motion to elect Andrew Duhon as the 2019-2020 Board President was made by Douglas Palombo and seconded by Joan Wingate.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo
Nays: None
Abstained: None
Absent: None

A motion to elect Yung-Hsing Wu as the 2019-20120 Board Vice President was made by Joan Wingate and seconded by Adele Blue.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo
Nays: None
Abstained: None
Absent: None

D. Library Book Discards

A motion for the library to discard books having been out of use for over a year due to the books being superseded, obsolete, unused, or otherwise unnecessary was made by Joan Wingate and seconded by Hilda Edmond.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo
Nays: None
Abstained: None
Absent: None

E. Proposed changes to blocks and fees

A motion to accept all changes as presented, including raising the level where a patron's account is blocked from checking out from \$5.01 to \$20.01, raise the checkout limit of DVDs from 10 to 20, and raise the checkout limit of music CDs from 10 to 20 was made by Andrew Duhon and seconded by Joan Wingate.

Yeas: Stelly, Duhon, Wingate, Edmond, Blue, Wu, Palombo
Nays: None
Abstained: None
Absent: None

VIII. Announcements

- A. Reminder that the next Library Board meeting will be Monday, November 18, 2019.
- B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2019.

Teresa Elberson stated that the Public Library Association conference will be held in Nashville February 25-29, 2019.

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

X. Adjournment

There being no further business, Yung-Hsing Wu made a motion to adjourn the meeting. Joan Wingate seconded the motion. The motion was unanimously approved. The meeting was adjourned at 6:30 PM.

Respectfully Submitted,
Teresa Elberson, Secretary