

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

December 16, 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 December 16, 2019. Andrew Duhon, President of the Board, called the meeting to order at 5:16 PM.

I. Roll Call

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

Board Members Absent: Hilda Edmond

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; Angie Hurling, South Regional Library Manager

Members of the Public: Gene Sellers, Mark Bergeron

Andrew Duhon asked that the order of the meeting be changed so that Gene Sellers and Mark Bergeron could present Schematic Design Plan for the South Regional Library Expansion.

II. Unfinished Business

A. Schematic Design of South Regional Expansion

Gene Sellers, owner of the architectural firm The Sellers Group, presented the board with final Schematic Design Plan for the South Regional Library Expansion.

The gross area of the existing building is 37,000 square feet. The existing space in the building to be reconfigured is 400 square feet. The gross area of the new expansion is 7,716 square feet total, with two multi-purpose rooms totaling 2,408 square feet gross and stack, study, office, restrooms, and mechanical area

amounting to 5,308 square feet gross. The gross area of new and existing will be 45,316 square feet.

Gene Sellers presented a Schematic Design Statement of Probable Cost Summary Sheet. This showed the total construction cost of the base bid at \$3,235,200.00. Alternate construction costs were presented as follows:

- Alternate-A: Replace 25 Existing Large Capacity VAV Boxes with SCR Heat
- Alternate-B: Existing Lighting Replacement with LED for Downlight Fixtures and Stack Fixtures
 1. Downlight Retrofits
 2. Indirect/Direct Fixture Replacement at Stack Areas
- Alternate-C: Decorative Concrete Patio Painting
 1. Area "A" – Patio Paving @ Multi-Purpose Room Addition 1,520 S.F.
 2. Area "B" – Fenced Patio Paving @ Stack Area Addition 1,400 S.F.
- Alternate-D: Emergency Generator
 1. Generator Upgrade (125 kw natural gas to operate 1-Chiller and 1-Pump) (50% HVAC Capacity)
 2. Associated Architectural Items (Generator or Refuse Yard, etc.)
 3. Natural Gas Regulator & Line Modifications

Schematic Design can only go forward with three alternates.

A motion to approve the Schematic Design as presented moving alternate B #1 and alternate C #2 as listed in the project budget into the base bid of the project, and continuing with alternates A, C#2, and D #1-3 as the alternate bid items was made by Rebekke Miller and seconded by Joan Wingate.

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

Nays: None

Abstained: None

Absent: Edmond

B. Additional closure date to be added to the 2020 Library calendar

The South Regional Library will be closed on Election Day, November 3, 2020 to accommodate polling place business on a busy presidential election day in the middle of the week. This was left off of the 2020 library calendar, but it is what was done 4 years ago to help with parking issues. Staff will be working that day in

the building. The drive thru will be open for business and phones will be answered, but the building will not be open to the public except for voting.

III. Approval of Minutes

A motion to approve the minutes of the November 18, 2019 Regular Board Meeting was made by Rebekke Miller and seconded by Nora Stelly.

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

Nays: None

Abstained: None

Absent: Edmond

IV. Comments from the Library Board

A. Lafayette Public Library Foundation report

Joan Wingate announced that the Foundation is currently closing out the year and had just celebrated with a Christmas Party. The new website is still being worked on. The Foundation is now entertaining applications for new members. The Foundation is currently working toward the Awards Luncheon to be held in April. Joan Wingate and Andrew Duhon stressed the importance of advocating rather than fundraising.

V. Director's Report and Comments

Staff changes were announced to the board.

The director gave an update on ordinances affecting the library budget and staffing.

O-201-2019 An ordinance of the Lafayette City-Parish Council adjusting the FY 19/20 adopted manning tables of the Lafayette City-Parish Consolidated Government by abolishing current vacant positions. (Jared Bellard)

(This was deferred for final adoption at the November 19 meeting and was taken up at the December 3 council meeting where it was asked to be deferred indefinitely by Mr. Bellard.)

O-202-2019 An ordinance of the Lafayette City-Parish Council amending the FY 19/20 operating budget of the Lafayette City-Parish Consolidated Government and authorizing the administration to implement a five (5%) percent general pay increase for all employees of the Lafayette City-Parish Consolidated Government

reporting to the Lafayette City-Parish Council, reporting to the Lafayette Mayor-President, and those classified under the City-Parish Municipal Civil Service System. (Kenneth Boudreaux)

This passed and was also approved by LPUA (Lafayette Public Utilities Authority).

LCG Department heads are also expected to be given this raise as salary negotiations take place. As you can imagine this increase makes a huge impact to our already tight budget.

Property tax bills this year show not only millage rates but also what you are paying on a particular millage. One no longer has to guess what is paid to the library, the amount is shown.

The second 2nd Chance Book Giveaway was held December 12th, 13th, and 14th at the Main and South Regional Libraries.

Livingston Parish's Library Board of Control has voted that they will no longer collect fines. This will make them the first library system in the state to go "Fine Free".

Copies of the newly revised FAQ and Patron Behavior Policy were included in packets, along with monthly branch reports.

A copy of the most recent Book Talk was included in board packets.

Board members were given copies of financial reports.

VI. Construction and Facilities Update

A power surge/failure occurred at the South Regional Library due to a squirrel. When the power was restored hours later, two (2) AHU units would not come on. Select Controls went out to verify this was not a control issue. The technician was able to determine that the frequency drive units probably had a power spike that destroyed the inside transformers or possibly other components in the drives. The bad component was identified and the library had a spare on hand, saving thousands of dollars.

An emergency repair was made to a glass study room door at the East Regional Library. A child smashed the door and then went through the glass out of the room.

Repairs were made at Main to AHU3-1 and AHU1-3.

VII. New Business

A. Library Book Discards

A motion for the library to discard 1827 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 Yung-Hsing Wu.

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

Nays: None

Abstained: None

Absent: Edmond

VIII. Announcements

- A. Reminder that the next Library Board meeting will be Monday, January 13, 2020.
- 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

X. Adjournment

There being no further business, the meeting was adjourned at 6:50 PM.

Respectfully Submitted,
Teresa Elberson, Secretary