

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

January 13, 2020

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 January 13, 2020. Andrew Duhon, President of the Board, called the meeting to order at 5:15 PM.

I. Roll Call and Pledge of Allegiance

Board Members Present: Andrew Duhon, President; Nora Stelly; Joan Wingate (arrived 5:42), Hilda Edmond, Adele Blue, Rebekke Miller

Board Members Absent: Yung-Hsing Wu, Vice – President; Douglas Palombo

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: Ben Myers

II. New Business

A. Approval of Minutes

A motion to approve the minutes of the December 16, 2019 Regular Board Meeting was made by Rebekke Miller and seconded by Hilda Edmond.

Yeas: Duhon, Stelly, Wingate, Edmond, Blue, Miller

Nays: None

Abstained: None

Absent: Wu, Palombo

III. Comments from the Library Board

A. Lafayette Public Library Foundation report

Nora Stelly announced that the Awards Banquet preparation was underway. This will be held on April 17 at City Club in River Ranch. The Foundation is departing from fundraising and heading toward advocacy.

IV. Director's Report and Comments

Staff changes were announced to the board.

The Lafayette Reads Together program begins today, January 13, 2020. Thanks to the Library Foundation, there are over 1800 copies of Dry to distribute. Author Neal Shusterman will be at the Main Library on February 11.

The board was invited to 100 Book Club reception on January 23. This is the day that everyone that has read 100 books between January 1 and December 31 is honored. 228 people read 100 books in 2019 and 32 people read 200.

Teresa Elberson attended the first Parish Council meeting on January 7 and attended the joint City/Parish meeting and the first City Council meeting that same evening.

The Parish Council meetings will be held at 5:00 pm on the 1st and 3rd Tuesday of the month before the City Council meeting that same evening at 6:30 pm. Contact information for all council members was provided to the board.

Branch reports were included in packets.

Financials were included in packets. Larry Angelle explained that the library has collected \$1.8M in revenues and has expended \$2.8M.

Andrew Duhon suggested forming a new finance committee in the coming months.

V. Construction and Facilities Update

Larry Angelle, Terry Roy, Teresa Elberson, Public Works Engineer Angela Thibodeaux and Andrew Duhon met with Jim Ziler and Sean Primeaux with Ziler Architects in December to discuss the North East Regional Library project. This was the first meeting to discuss funds, location/property, and building consultant.

As of January 3, 2020 there is a signed architect contract with Ziler Architects for the North Regional Library Expansion.

The landlord has agreed to replace the carpet at the Milton library. The existing flooring is in very bad shape and poses a risk factor for staff and patrons.

Replacing carpet is just one part of the refreshing project for the Milton branch. It will also be painted and shelving will be replaced with newer shelving taken out of the old Scott branch. Milton will possibly need to be closed for a week or two for project completion.

VI. Unfinished Business

A. Discussion on the location of North East Regional Library

Sample RFPs were given to the board to show examples on wording with a focus on Scope of RFP, Site Location Criteria, Evaluation Process and Criteria, and Evaluation Criteria.

VII. New Business

A. Library Book Discards

A motion for the library to discard 2500 books having been out of use for over a year due to the books being superseded, obsolete, unused, or otherwise unnecessary was made by Nora Stelly and seconded by Rebekke Miller.

Yeas: Duhon, Stelly, Wingate, Edmond, Blue, Miller

Nays: None

Abstained: None

Absent: Wu, Palombo

B. Makerspace policy revision

The board was presented the current Makerspace Policy with addendums.

Added to Section III. Rules of Use was Use of library Makerspace equipment and services is limited to personal use. Users may not use library equipment and services for the production of items for sale, profit, or personal economic gain. Added to Section V. Costs and Materials was Library Supplies and services are for personal use. Large production jobs or the production of duplicate items used to sell or promote services for economic gain is not allowed.

A motion to accept the changes to the policy as presented was made by Rebekke Miller and seconded by Hilda Edmond.

Yeas: Duhon, Stelly, Wingate, Edmond, Blue, Miller

Nays: None

Abstained: None

Absent: Wu, Palombo

VIII. Announcements

- A. Reminder that the next Library Board meeting will be Monday, February 17, 2020.
- B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2020.
- C. LLA registration is open. The conference is in Lafayette, March 25-27, 2020.

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 5:46 PM.

Respectfully Submitted,
Teresa Elberson, Secretary