

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

February 22, 2021

The regular meeting of the Lafayette Public Library Board of Control was held in the meeting room on the 2nd floor of the Main Library at 301 West Congress Street on February 22, 2021. Doug Palombo, President of the Board, called the meeting to order at 5:21 PM.

I. Roll Call and Pledge of Allegiance

Board Members Present: Doug Palombo, Board President; Hilda Edmond, Board Vice-President; Joan Wingate; Stephanie Armbruster; James Thomas; Landon Boudreaux

Board Members Absent: Adele Blue

Other Staff Present: Larry Angelle, Library Operations Manager; Terry Roy, Library Administrator; Danielle Breaux; Director's Executive Secretary; Danny Gillane, Linda Broussard; Clint Guillory; Daphne Boudreaux; Perry Missner; Lisa Jones

Members of the Public: Mike Hebert, Assistant City-Parish Attorney; Claire Taylor, Advocate, Andrew Capps, Advertiser; Lynette Mejia; Keith Boutte; Melanie Brevis; Wayne Colvin; Ludwig Gelobter; Andrew Duhon; Jean Menard; Laura Truxillo; Christy Boutte; Paul Tharp; Eman Boyd; Blake Blanchard; Fr. Taj V. Glodd; Thomas Drake; Clancy Ratliff; Richard Boyd; Angel Leonard; Theresa McLaughlin; Lessie Olivia; M. Christian Green

Doug Palombo led the board in reciting the Pledge of Allegiance.

II. Approval of Minutes

A. Approval of Minutes of the January 25, 2021 Regular Board Meeting

Stephanie Armbruster suggested changes to be made to the minutes of the January 25, 2021 Regular Board Meeting.

A motion to approve the minutes of the January 25, 2021 Regular Board Meeting subject to revisions made by Stephanie Armbruster was made by Landon Boudreaux and seconded by Hilda Edmond.

Yeas: Palombo, Edmond, Wingate, Armbruster, Thomas, Boudreaux

Nays: None

Abstained: None

Absent: Blue

B. Approval of Minutes of the February 3, 2021 Special Board Meeting

Stephanie Armbruster suggested changes to be made to the minutes of the February 3, 2021 Special Meeting.

A motion to approve the minutes of the February 3, 2021 Special Board Meeting subject to revisions made by Stephanie Armbruster was made by Landon Boudreaux and seconded by Joan Wingate.

Yeas: Palombo, Edmond, Wingate, Armbruster, Thomas, Boudreaux

Nays: None

Abstained: None

Absent: Blue

III. Comments from the Library Board

A. Lafayette Public Library Foundation report

The Lafayette Public Library Foundation and the Friends of the Lafayette Public Library are in the beginning stages of video spots for their joint informational campaign. This campaign is to show what the Library does and brings to the community.

IV. Director's Report and Comments

Staff changes were announced to the Board.

The Library is following Phase II guidelines under the latest state guidelines set to expire March 3, 2021. Masks are required to be worn by library staff and masks are still required for anyone entering the building. No in-person library programs are being planned for February, March or April at this time.

Statistics – first-time checkouts are down 27% system-wide and total circulation are down 25% this January compared to last January. Total checkouts of downloadable magazines, audio and eBooks are up 11%. Electronic resources are up 42%. Library visits have decreased 46% in comparison to last January. Drive-thru usage is up by 57%.

Library Board appointment to fill the vacancy was made by the Parish Council on February 9, 2021. Mr. Robert Judge was appointed.

Branch reports were included in packets.

Financials were included in packets. Larry Angelle announced that revenue was \$9.9M and expenses have been \$4,082,000 to date.

As requested by Landon Boudreaux, Larry Angelle also included an updated Lafayette Public Library Projected Proforma Estimate for Fiscal Years 2020 to 2030.

Michael Hebert, Assistant City-Parish Attorney, suggested the Board propose written guidelines giving clear authority to the Director.

V. Facilities Update

A leak in the roof above the Storytime area at the South Regional Library was repaired by roofing contractor Pellerin and Wallace. A warranty claim was made with the roof manufacturer Johns Mansville. However, it was identified that ponding water was likely the long-term factor that caused the leak which is likely not covered by warranty. The Library may be liable for paying for the repair costs. A warranty claim was filed per the recommendation of Architect Gene Sellers as there have been issues with this roof blistering and the manufacturer may work with us. If the warranty claim is not approved, the library will have to pay for the repairs.

The architectural services contract for the Main Library Roof Coating Project was sent through signature process. The contract was signed by the Mayor-President. A notice to proceed was issued through Public Works to Architect MBSB to start drafting the plans and specifications.

Caulking installation for the East Regional Library Upper Window Caulking project was done under warranty/defective/non-installation by American Glass & Mirror Works Inc. with the guidance/help of Architect Tommy Hughes of Architects Beazley Moliere. This is to limit air loss and prevent windblown rain from entering the building. The library will continue to monitor this item.

A bollard light at the South Regional Library was reported as damaged by Maintenance Supervisor Dan Crowley. Video footage identified by Larry Angelle documented the lawn company hit it with a lawnmower. The Landscape contractor has agreed to replace this item. Estimated Cost \$705.00, item will be purchased by library, and reduce monthly payment to lawn company by the cost.

The contract for Grass Cutting and Landscape Maintenance will expire in March of 2021. Larry Angelle has drafted modified landscape maintenance specifications that will hopefully hold vendors more accountable while also saving money. The landscaping specifications will go out for quote/bid in the near future. Larry Angelle has removed the grass cutting specifications from this contract and will attempt to use the Public Works - Geaux Mow program in an attempt to save money on grass cutting. In the event this program is not a success, grass cutting specifications are ready to send out to quote/bid.

VI. Unfinished Business

A. Final Remarks by Board regarding recent LEH grant decision

Doug Palombo stated that a town hall-type meeting series was in the works, the first being The History of Black Voting Rights presented by Corey Levier on Sunday, February 28. The next will include speakers from the left, the right, and in between to informally debate current politically controversial voting rights issues. He indicated that the Board desires to work together with the community.

Lynette Mejia thanked Doug Palombo for reaching out to the community with the town hall-type events but stated that events preceding the effort were a terrible mistake. She stated that the Board did not suggest anyone to represent the other side, and asked directly who they would like to represent the other side of contemporary voting rights.

Keith Boutte stated thanked the Board for their decision. He felt that the phrase ‘cancel culture’ was what was being done by offering only one side of an argument.

Melanie Brevis thanked Doug Palombo for his remarks. She asked Board members that voted against the grant how they planned to make up the \$2700 lost. She said that this was a presentation on the history of voting rights, not a debate. She asked about the criteria used to determine that the facilitators chosen were from the same political side. She said that the Trustees handbook lists two things that this program would have covered, securing adequate funding and utilizing opportunities for continuing education.

Wayne Colvin said that he was present at the January meeting, and many questions being asked were covered within that meeting. He stated that it was a very well-run meeting. He said that the news media did not give due justice to the entire meeting.

Ludwig Gelobter stated that there was a nonpartisan responsibility to educate the community. He said it is not a question of different sides, but a question of the history of voting rights and the way voting rights are implemented.

B. Reading of legal opinion on respective statutory authority of Board & Director

Doug Palombo stated that this was issued as part of the Board’s automatic email response.

C. Appointment of Interim Library Director

Board members thanked Larry Angelle for his time as Provisional Interim Library Director.

Melanie Brevis inquired if a job description for the Director was in the works. She also asked that the person hired have the proper education and employment qualifications for the position. She questioned the challenges of getting someone to apply on the national level.

Stephanie Armbruster pointed out that there was positive feedback from a national scope.

A motion was made to hire an Interim Director for a period not to exceed six (6) months with a 25% increase in pay, effective immediately, was made by Robert Judge and seconded by Stephanie Armbruster.

Yeas: Palombo, Edmond, Wingate, Armbruster, Thomas, Boudreaux

Nays: None

Abstained: None

Absent: Blue

Gillane: Boudreaux, Palombo, Armbruster, Wingate

Angelle: Edmond, Thomas

Abstained: Judge

Absent: Blue

D. Discussion of timeline and preliminary strategy for hiring process

A Search Committee was announced consisting of James Thomas, Joan Wingate, Hilda Edmond, and Robert Judge. Joan Wingate was named Chairperson of the Committee. At least two at large members will be named, including one former Library Board member.

Michael Hebert reiterated that the Committee or the Board can meet in executive session to interview applicants. Discussion within executive session is limited to character, professional competence, or physical or mental health of the applicant. The intent to go into executive session has to be included with the notice of the meeting. Public Records Law requires the names of all applicants be public record. This also includes all job applications, resumes, cover letters, essays, lists of finalists, and candidate awarded the position.

Lynette Mejia pointed the Board to Louisiana Revised Statute 25:215, Duties and powers of the board; employment of librarian, assistants, and other employees. This states: provided that no contract of employment shall be made for a longer period than four years nor with any person as head librarian who has not been certified by the State Board of Library Examiners as provided in R.S. 25:222.

A motion was made by Robert Judge that on March 8, 2021, a preliminary job description be posted to all Board members for their comments to be discussed at the March 15, 2021 Regular Board Meeting and voted on; subsequent to the March 15 Regular Board Meeting, the particular manner in which the advertisement will take place for the Library Director will be decided on March 29, 2021 and was seconded by Stephanie Armbruster.

Yeas: Palombo, Edmond, Wingate, Armbruster, Thomas, Boudreaux

Nays: None

Abstained: None

Absent: Blue

VII. New Business

A. North Regional Library Roof Replacement

Estimated cost of the North Regional Library Shingle Roof Replacement is \$50,000 - \$75,000. The North Regional Library's existing shingle roof is 14 years old and there have been a few issues in recent years, ranging from roof caps being blown off, shingles being blown off, emergency repair of all clay roof caps after an entire row fell off, likely prior hail damage, and current brittle shingles with granular. Additional issues include prior flat roof leaks and current ponding water on the flat roof.

One quote to attempt to repair/replace existing damaged/missing shingles was \$1,950. Another vendor did not provide a price as he indicated that the current conditions would likely result in additional shingles being damaged during attempted repairs. Proposed repair costs were not covered under the Hurricane FEMA Claim.

After discussing and reviewing the roof condition reports provided by two vendors with Mr. Gene Pine of the Public Works Facilities Maintenance Department, he and Larry Angelle agreed that the best solution would be to replace the existing roof, as ongoing temporary repairs if possible will be needed and the potential for leaks will increase in the future.

Roof replacement pricing proposals were obtained by Larry Angelle and Mr. Gene Pine of Public Works to get an idea of what the cost would be for the shingle replacement. Prices ranged from \$48,500 to \$74,895. These prices will likely increase based on the insurance requirements set by the Risk Management Department and the requirement of a Performance and Payment Bond by the Purchasing Department if the project exceeds \$50,000.

At the January 25, 2021 Board Meeting, questions related to the flat roof section were asked by the Library Board of Control. To address these questions, Larry Angelle inspected the flat roof and reviewed previous waterproofing project specifications. During the waterproofing project in 2017/2018, the prefinished metal roof counter flashing was adjusted at the brick walls and they were removed and modified as required to create a tight (spring lock) fit against the roofing base flashing. This did help with water intrusion, but when onsite on January 27, 2021, Mr. Angelle did notice signs of potential very small leaks above the ceiling but were likely from a drainage pipe passing through the ceiling area. He also noticed substantial ponding water on the surface of the flat roof which will likely result in future leaks.

Per Mr. Landon Boudreaux and Mrs. Stephanie Armbruster, at the January 25, 2021 Board Meeting, it was requested to consider modifying the design of the flat roof area while considering the replacing of the shingle roof. Larry Angelle reached out to Architect Glenn Angelle, who drafted a rough redesign at no charge to the Library to give a general idea of what this might look like.

As noted in the January 25, 2021 Board Meeting, a redesign such as this will require architectural services and the drafting of specifications and plans, and overseeing the project. The North Regional Library Expansion Architectural Services contract may allow for additional services to address this need at a set hourly rate per the existing contract terms, if approved by Public Works. If not approved by Public Works, Larry Angelle can then pursue having an architect assigned through the professional services committee to handle the reroofing project and redesign of the flat roof area. Estimated Architectural service costs will depend on the total cost of the project or based on the estimated hours involved depending on the contract method approved. A rough estimated cost of architectural services for shingle roof/modified flat roof might range from \$5,000 - \$15,000. A redesign also may require a drainage design of the courtyard area or a gutter system to divert the new flow of water.

A motion to approve replacing the roof on the North Regional Library was made by Hilda Edmond and seconded by Landon Boudreaux.

Yeas: Palombo, Edmond, Wingate, Armbruster, Thomas, Boudreaux
Nays:
Abstained: None
Absent: Blue

Wayne Colvin stated that the Board was giving authority to replace the roof without knowing the cost. Larry Angelle said he would make sure that vendors knew this project would need to be approved by the Board.

A motion was made by Robert Judge that Larry Angelle contact various roof contractors that are qualified to replace the roof at the North Regional Library and that those particulars for that quote include the warranty of the shingle itself, the product, the warranty of the labor involved, the cost, and to include a 15-, 20-, and 25-year roof, and was seconded by Joan Wingate.

Yeas: Palombo, Edmond, Wingate, Armbruster, Thomas, Boudreaux

Nays:

Abstained: None

Absent: Blue

VIII. Announcements

A. Reminder that the next Library Board meeting will be Monday March 15, 2021.

B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2021.

Landon Boudreaux reminded everyone of the live virtual author talk with Haben Girma on Thursday, February 25 and told Board members that their financial disclosures were due on or before May 15, 2021.

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

Andrew Duhon recommended that the Board not focus on distractions. He stated that Drag Queen Story Time did not cause the financial demise. LPL lost the millage election in Spring of 2018. DQST was announced in Fall of 2018. Other financial losses include the loss of 10M of fund balance and the Council's failure to raise the millage to the maximum with property values. This resulted in a net loss of \$750,000. He recommended the Board get behind the upcoming millage renewal and impress upon elected officials that resources are imperative to run the library system.

Lynette Mejia reminded the Board that per the amended January minutes, Stephanie Armbruster made a point of stating that the library finances were in a dire situation. She strongly encouraged members to publicly support the millage up for renewal.

Jean Menard quoted the Trustee handbook, stating that the Trustees operate the library on behalf of the public. She said that there was no need to void the Bayouland agreement. She stated that the handbook states that finding a Director is the most important job of the Board. She suggested Jamal Taylor for the Director's Search Committee.

Laura Truxillo stated that one of the listed practical responsibilities in the Trustee Handbook is to utilize opportunities for continuing education. She suggested classes currently offered. She suggested Jamal Taylor for the Director's Search Committee.

Doug Palombo, James Thomas, Joan Wingate, Stephanie Armbruster, Landon Boudreaux, & Hilda Edmond stated that they will support the millage renewal.

Robert Judge abstained from answering as a new member.

X. Adjournment

There being no further business, the meeting was adjourned at 8:03 PM.

Respectfully Submitted,
Danny Gillane, Secretary