

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

March 15, 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 March 15, 2021. Doug Palombo, President of the Board, called the meeting to order at 5: PM.

I. Roll Call and Pledge of Allegiance

Board Members Present: Doug Palombo, Board President; Hilda Edmond, Board Vice-President; Joan Wingate; Adele Blue; James Thomas; Landon Boudreaux (left 6:55)

Board Members Absent: Stephanie Armbruster

Other Staff Present: Danny Gillane, Interim Director; Terry Roy, Library Administrator; Larry Angelle, Library Operations Manager; Danielle Breaux, Director's Executive Secretary; Linda Broussard; Cara Chance

Members of the Public: Michael Hebert, Assistant City-Parish Attorney; Lynette Mejia; Melanie Brevis; Jean Menard; Andrew Duhon; M. Christian Green; Lessie Melancon; Laura Truxillo; Calvin J. Auzenne, Jr.; Melany Champagne

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

II. New Business

A. Approval of Minutes

Lynette Mejia proposed that it be noted that there was no positive national coverage of the January LEH grant decision, as asserted by Stephanie Armbruster. There was a single email from an anonymous library employee uncovered by a records request.

Melanie Brevis asked that Board members be able to provide evidence to support their statements.

A motion to approve the minutes of the February 22, 2021 Regular Board Meeting was made by Landon Boudreaux and seconded by Robert Judge.

Yeas: Palombo, Edmond, Wingate, Blue, Thomas, Boudreaux, Judge

Nays: None

Abstained: None

Absent: Armbruster

III. Comments from the Library Board

A. Lafayette Public Library Foundation report

Joan Wingate announced to the Board that the Foundation Luncheon will be held on May 14 in the Ballroom at City Club. Doors will open at 10:30 AM. An informational and educational PR program was launched in Fall 2020 with help from the Friends of the Lafayette Public Library. The main goal of this campaign is to highlight everything that the Library brings to the community.

IV. Director's Report and Comments

Staff changes were announced to the Board.

The Library is following Phase III guidelines under the latest state guidelines. Masks are required to be worn by library staff and masks are still required for anyone entering the building. Library will begin limited in-person library programs starting in April.

Danny Gillane attended meetings with Parish Councilman Josh Carlson, City Councilman Glenn Lazard and members of the on-line library supporters groups.

Library administration is looking at ways to provide reductions in expenditures through reorganization and redistribution of staff and staff functions.

Financials were included in packets. Larry Angelle stated that 10M has been collected in revenue, and 4.5M has been expended. FY 2022 Budget Process schedule was included in packets.

V. Facilities Update

The Library is currently communicating with the Risk Management Department for clarification related to insurance requirements needed for the North Regional Library Shingle Roof Replacement project.

The architect is working on the plans and specifications for the Main Library Roof Coating Project. A roof moisture survey is scheduled for Friday, March 12, 2021. This moisture survey analysis is needed to identify any underlying moisture issues in the existing roofing system.

The Roof Moisture Survey Analysis is a non-destructive evaluation of the subsurface and will occur using the capacitance method and a Tramex Dec Scanner. Any moisture findings will be confirmed by test cuts/probes and will be repaired and marked. A roof sketch will be drafted identifying any wet areas with approximate sizes and locations. A written report will be provided of the findings.

Specifications for landscaping services are in the Purchasing Office for final review. Geaux Mow bidding opportunity will be released to vendors on the first week of April.

A variable frequency drive of an HVAC system failed recently. This is the 3rd out of 4 at this location that has been replaced due to age.

VI. Unfinished Business

A. Library Board of Control Bylaws

Bylaws draft with edits from Legal were included in packets. This was also posted to the Board section of the LPL webpage.

Mike Hebert stated that parts of the bylaws that needed legal attention were those that referred to *Robert's Rules of Order*, and recommended that the Board not be strictly bound to *Robert's Rules*.

He suggested that there be a statement in the bylaws about the authority of the Library Director. He recommended a clear job description of the Library Director, which will be developed by the Director's Search Committee.

Lynette Mejia questioned Article 9, which the draft edited by Legal states as These bylaws may be amended at any regular meeting by a majority vote of the membership of the Board, ~~provided the proposed amendment was stated in the call for the meeting.~~ This was a recommendation made by Legal.

Jean Menard stated that she had previously asked that the public be provided with packets to follow along with Board meetings. Mike Hebert clarified that the Parish ordinances do not supersede Louisiana law. She said it was concerning to the public where Article 3, Section 5 states that only members of the Board shall have the right to object to a deviation of *Robert's Rules of Order*. Article 5, Section 1 states the Board shall appoint the Library Director, who shall answer to the Board and

shall at all times be subject to the Board's discretion and control. She stated that the Trustee Handbook outlines the Board's duties and the Director's duties, and that the Board is not in the position to control every action of the Director.

Melanie Brevis also expressed concern about Article 5.

Andrew Duhon expressed concern about Article 5, specifically Section 3 which talks about the specific authorization of the Board regarding expenditures. He cautioned the Board against over-management of finances. He also stated concern about the demarcation between the Director and the Board.

B. Library book discards for December

A motion for the library to discard 1,102 books having been out of use for over a year due to the books being superseded, obsolete, unused, or otherwise unnecessary was made by Hilda Edmond and seconded by James Thomas.

Yeas: Palombo, Edmond, Wingate, Blue, Thomas, Boudreaux, Judge

Nays: None

Abstained: None

Absent: Armbruster

VII. New Business

A. Report of Ad Hoc Search Committee for Library Director

A Search Committee meeting was held March 8. Advertisement for the job is complete, and the committee is working on the job description. Committee timeline has been lengthened to ensure proper input and considerations. The timeline for the Interim Director position may be extended.

Lynette Mejia stated that she thinks clarification is needed regarding the role of the Board when it comes to programming. She said that it was mentioned in the March 8 meeting that the Board should approve all programming beyond day-to-day operations.

Jean Menard thanked the Committee. She also referenced the portion of the Trustee Handbook that states the finding a Library Director is the most important thing a Board will ever do. She implored the Board to allow librarians to control programming.

Melanie Brevis commended the Committee for not rushing the process. She stated that the Library should have programming and materials that meet the needs of everyone.

Robert Judge stated that while he did ask a question about programming in the March 8 Committee meeting, he agreed that it would be unwieldy for the Board to approve all programming.

A motion made to approve the Director Search Committee timeline as amended was made by Robert Judge and was seconded by Hilda Edmond.

Yeas: Palombo, Edmond, Wingate, Blue, Thomas, Boudreaux, Judge

Nays: None

Abstained: None

Absent: Armbruster

B. North Regional Library Expansion Project

Glenn Angelle and Dione Sonnier with Angelle Architects presented the North Regional Library Expansion Project Schematic Design. This program was approved to add 7,800 square feet. Final Schematic Design shows an addition of 7,004 square feet, with 6,400 being closed-in area. With contingencies, cost is 3M. Furniture will be \$400,000. This is within the 4M budget. The library will have to be decommissioned toward the end of the construction process.

Replacing the existing roof with metal would cost around \$165,000 and to replace with shingle would cost around \$67,000. A metal roof has an indefinite lifespan.

Jean Menard stated concern that expansions happen while the needs of the North East section of the Parish have not yet been met.

Cara Chance asked about the relationship of expansion and the possible furlough of staff. If needed, a budget revision can be done to move monies from capital to operations. Furloughs have never been seriously considered by the Board. A meeting was never held with LCG.

A motion was made to approve NRL expansion plan Schematic Design as submitted was made by James Thomas and was seconded by Joan Wingate.

Yeas: Palombo, Edmond, Wingate, Blue, Thomas

Nays: Judge

Abstained: None

Absent: Armbruster

A survey on the site, a geotechnical survey, and a drainage impact study must be done before moving into the Design Development phase. This phase will cost roughly \$50,000. Funding is budgeted.

Current library software does not show which patrons are showing which branch.

Larry Angelle also recommended considering the option of changing the scope of the project by amending the contract to include any other major upgrades.

A motion was made by to table proceeding to the Design Development phase until the April Regular Board Meeting, where it will be discussed how to gather data for patron usage of the North Regional Library, was made by Hilda Edmond and was seconded by Robert Judge.

Yeas: Palombo, Edmond, Wingate, Blue, Thomas, Boudreaux, Judge

Nays: None

Abstained: None

Absent: Armbruster, Boudreaux

C. Mission Statement

A motion to table this item until a later meeting was made by Robert Judge and seconded by James Thomas.

Yeas: Palombo, Edmond, Wingate, Blue, Thomas, Judge

Nays: None

Abstained: None

Absent: Armbruster, Boudreaux

VIII. Announcements

- A. Reminder that the next Library Board meeting will be Monday, April 19, 2021.
- B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2021.

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

M. Christian Green announced that the League of Women Voters in Lafayette used the North Regional Library as their primary meeting site as it is the most centrally located. She said that the Library is a crucial resource. M. Green referred to Public Records Requests and the input that City and Parish officials were getting concerning the Library.

Lynette Mejia questioned Robert Judge on his support for the millage renewal. Robert Judge abstained from answering.

Jean Menard stated that she didn't hear enough concern about serving the general public. She has requested the Board attend training sessions. She referenced the Handbook for Louisiana Library Trustees. She stated that Public Records Requests have shown that 3 members of the Parish Council have been working with newly appointed Board members and Michael Lunsford to make sure that partisan members are on the Board of Control.

Melanie Brevis stated that it was time to start planning and actively campaigning for the next millage renewal. She asked that Board members reach out to conservative friends and tell them about what the Library has to offer, the great fiscal track record of the Library and their support for the millage to garner support for the millage renewal. She asked that the Board let people know that the loss of this millage renewal would be disastrous for the Parish.

Lessie Melancon referenced Public Records Requests that revealed discussions between Council members and members of the Board of Control outside of public view. She thinks this a violation of Open Meetings Law. She thinks this constitutes a walking quorum and an ethics violation. She thanked Robert Judge for postponing the vote on the expansion of the North Regional Library.

Laura Truxillo spoke of Robert Judge refusing to commit to supporting the funding of the Library. She called for his resignation.

X. Adjournment

There being no further business, the meeting was adjourned at 7:39 PM.

Respectfully Submitted,
Danny Gillane, Secretary