

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

October 20, 2021

The regular meeting of the Lafayette Public Library Board of Control was held in the meeting room on the 2<sup>nd</sup> floor of the Main Library at 301 West Congress Street on October 20, 2021. Doug Palombo, President of the Board, called the meeting to order at 5:15 PM.

**I. Roll Call and Pledge of Allegiance**

Board Members Present: Doug Palombo, Board President; Joan Wingate; Adele Blue; Stephanie Armbruster; James Thomas; Landon Boudreaux; Robert Judge

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

Members of the Public: Mary Lib Guercio

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

**II. New Business**

A. Approval of Minutes

A motion to approve the minutes of the September 21, 2021 Regular Board Meeting was made by Landon Boudreaux and seconded by Joan Wingate.

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

Nays: None

Abstained: None

Absent: None

### **III. Comments from the Library Board**

Joan Wingate announced that the Lafayette Public Library Foundation was in the final stages of its educational and informational campaign to raise community awareness. A speaker's bureau is also in its final stages, presenting information at various civic and cultural association meetings.

The Friends of the Lafayette Public Library will be hosting a niche sale entitled Christmas, Cookbooks, & Children at the South Regional Library on November 19-20 from 10 AM to 4 PM.

### **IV. Director's Report and Comments**

Staff changes were announced to the Board.

The library has cut approximately 3M from capital budget thus far.

The downgrade of Librarian 4 position to Library Technical Services Supervisor will save approximately \$12,000 annually. The library will transfer a Librarian 2 electronic resources librarian from SRL to Main to fill the vacant Librarian 2 position created by current Librarian 2 leaving for a new job. The library will hire the previously vacated children's Librarian 1 position [that was not going to be filled and would have saved \$57,000] as a teen Librarian 1 at SRL and leaving the newly vacated Librarian 2 empty. This will be a net savings of \$12,000 annually.

The library has cut approximately \$317,300 from operations budget thus far.

The Library is adhering to the Governor's mask mandate. The Library staff are required to wear masks when not sitting at their desks in a non-public area. Patrons are required to wear masks.

Director attended Parish Council meeting in which the Council considered the library's LEH grant application. The library has council approval to apply.

Director attended 100 Black Men public video call, as did James Thomas. The call featured a discussion about the building a library on the other side of the Evangeline Thruway.

Director met with Parish Councilman AB Rubin.

Director spoke with Lafayette City Councilman Glenn Lazard.

Director spoke at the Scott City Council meeting with former Board member Andrew Duhon.

Director spoke at Carencro City Council meeting with North Regional Library manager Cara Chance. Parish Councilman Bryan Tabor attended the meeting to speak on behalf of the library tax, as well as the other taxes on the ballot.

Director attended the LPSS Board meeting at which LPL Foundation president Joan Savoy spoke in favor of the tax renewal.

Director spoke to the Milton Civic Organization. Parish Councilman Josh Carlson also spoke. State Representative Jonathan Goudeau attended to show support for the library. Director attended a Kiwanis meeting at which Andrew Duhon was the guest speaker, providing a presentation about the library and the importance of renewing the tax.

Director met with Michael Lunsford and Landon Boudreaux and Doug Palombo to discuss library policy with regard to materials and access.

Director spoke with former LCG Councilman and community leader Kenneth Boudreaux.

Director attended the LPL Foundation Board meeting.

The library has received a few calls about library materials and their placement in the library, particularly materials in the teen section of the library. Danny Gillane has explained the process for requesting that the library reconsider materials. This involves a committee comprised of two library staff members and one Board member.

The Library was open at full capacity in September 2020. Computer usage was up 8% compared to last year. Library visits were up 17% compared to last year. First-time checkouts were down 3% compared to last year. Library program attendance was down 6% compared to last year.

James Thomas expressed appreciation for Outreach staff using their personal vehicles to deliver items over the last month after the Bookmobile suffered mechanical issues.

## **V. Facilities Update & Financial Report**

As of 10/8/21, the architectural services contract amendment for the Main Library Roof Replacement Project has been signed by the Architect, Public Works & the Library Director. As of 10/14/21 the paperwork was approved by the Purchasing Department, the Controller and CFO. Pending LCG Administration signatures of the CAO & Mayor-President.

Pull tests were conducted on 10/4/21 on both the lower and upper roofs of the Main Library to help determine the appropriate mounting methods to attach a new roof to the existing structure to meet appropriate wind ratings. The upper roof may have to be attached to concrete instead of a metal subsurface that is present on the lower roof. This could increase the interruption, difficulty, and cost related to attaching the upper roof.

The library is waiting on updated pricing estimates based on the revised scope of work and alternatives for both the South Regional and North Regional Upgrades.

The lease amendment to reduce the square footage and establish a new lease term for the Warehouse is being reviewed by Legal. The library has moved out of the back warehouse effective 10/8/21 and is now paying a reduced month-to-month rent.

A 60 AMP 3 Pole Air Conditioner Contactor failed at the North Regional Library and was replaced.

Fabric has arrived for six chairs to be recovered.

Financials were included in packets. Larry Angelle stated that library revenues were at 10.8M and expenses were 10.5M.

October 2021 is the final month of the current fiscal year (20/21). Many of the October 2021 expenses will not be expensed until November/December as an accrual process occurs. An accurate dollar amount for current fiscal year expenses will take a while to report (Audited Financials are typically finalized in April). All orders have been made for the 20/21 FY. Expenses are expected to surpass 11M.

## **VI. New Business**

### **A. Library Calendar**

A motion was made by Joan Wingate to accept the 2022 Library Calendar as presented and was seconded by Landon Boudreaux.

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

### **B. Board Meetings**

A motion was made by Joan Wingate to accept the 2022 Board Meeting Calendar as presented and was seconded by Stephanie Armbruster.

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

### **C. Election of Officers**

A motion to elect Robert Judge as Library Board President was made by Doug Palombo and seconded by Adele Blue.

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

A motion to elect Landon Boudreaux as Library Board Vice-President was made by James Thomas and seconded by Robert Judge.

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

Various Board members thanked Doug Palombo for his service as Board President.

**VII. Announcements**

- A. Reminder that the next Library Board meeting will be Monday, November 15, 2021.
- B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2021.

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

Mary Lib Guercio asked for clarification on the replacement of the 60 AMP 3 Pole Air Contactor at the North Regional Library.

She asked for a Plan B if the millage renewal were to fail. The library will again put the millage renewal on the ballot in the Spring of 2022 if it fails in November. The library is going up for renewal in the 9<sup>th</sup> year of a 10-year tax to allow for such.

She asked the board for more of a commitment to the Northeast Regional Library.

Doug Palombo explained that this will take time and creativity. James Thomas stated that the Board would be forming a committee to study the need and move forward. Landon Boudreaux stated that this would not be possible if the millage fails.

Ms. Guercio was encouraged to stay after the meeting to discuss concerns.

**IX. Adjournment**

There being no further business, the meeting was adjourned at 5:58 PM.

Respectfully Submitted,  
Danny Gillane, Secretary