

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
BREC ADMINISTRATION BUILDING
BOARD ROOM
6201 FLORIDA BOULEVARD
BATON ROUGE, LA 70806
JULY 21, 2011
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF JUNE 16, 2011
- III. REPORTS BY THE DIRECTOR
 - A. FINANCIAL REPORT
 - B. SYSTEM REPORTS
 - C. OTHER REPORTS
- IV. OLD BUSINESS
 - A. INITIATION OF A NEW CHILDREN'S LITERACY PROGRAM – MS. KIZZY PAYTON AND MR. GLEN “BIG BABY” DAVIS
 - B. CONSIDERATION OF A REQUEST FROM THE KNOCK KNOCK CHILDREN'S MUSEUM FOR THE EAST BATON ROUGE PARISH LIBRARY TO ESTABLISH A BRANCH LIBRARY IN THE CHILDREN'S MUSEUM, AND TO APPROPRIATE BETWEEN ONE AND THREE MILLION DOLLARS TO COMPLETE THE LIBRARY PORTION OF THE PROJECT
- V. NEW BUSINESS
 - A. LOUISIANA RESTORATION TAX ABATEMENT PROGRAM REQUEST – MR. DAVID FARRAR
 - B. INTRODUCTION OF CHANGE TO LIBRARY BOARD OF CONTROL BY-LAWS REGARDING NUMBER OF MEETINGS PER YEAR FROM MONTHLY TO BI-MONTHLY OR MORE FREQUENTLY AT THE DISCRETION OF THE BOARD PRESIDENT
- VI. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

THE PUBLIC IS ALLOWED TO MAKE COMMENTS RELATIVE TO AN AGENDA ITEM AT THE DISCRETION OF THE LIBRARY BOARD PRESIDENT. ANY COMMENTS NOT RELATED TO AN AGENDA ITEM MAY BE RECEIVED AND DISCUSSED OR DEFERRED TO A FUTURE MEETING UNDER PROCEDURES DIRECTED BY THE LIBRARY BOARD PRESIDENT.

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

July 21, 2011

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the Board Room of the BREC Administration Building at 6201 Florida Boulevard on July 21, 2011. Ms. Kizzy Payton, President of the Board, called the meeting to order at 4:10 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Ms. Tanya Freeman; Mr. Laurence Lambert; and Ms. Beth Tomlinson. Also in attendance were Mr. David Farrar, Library Director; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager, and Ms. Liz Zozulin, Executive Assistant to the Library Director. Mr. Rip Manint of the Parish Attorney's Office; Captain Blair Nicholson, of the East Baton Rouge Parish Sheriff's Office, and Mr. Benjamin Bradford, architect with The Library Design Collaborative were also in attendance. Ms. Clarice "Cricket" Gordon, Chair of the Board and Ms. Melissa Bell, Project Director, both of Knock Knock Children's Museum were in attendance. Mr. Glen "Big Baby" Davis; native of Baton Rouge, former LSU Basketball star and currently a member of the NBA's Boston Celtics Basketball team and Ms. Tia Edwards, President of To the T, a marketing and public relations consulting firm were present. Mr. Greg Garland, reporter with *The Advocate*; and Mr. Frank Hillyard, videographer with Metro 21 along with several people from the community were also at the meeting. Absent from the meeting was Library Board member, Mr. Derek Gordon.

Ms. Payton opened the meeting by asking for the approval of the minutes of the regular meeting of the Library Board on June 16, 2011. The minutes were unanimously approved on a motion by Ms. Freeman, seconded by Ms. Tomlinson.

Reports by the Director

A. Financial Reports

Ms. Payton asked Mr. Farrar to present his financial and system reports. Mr. Farrar gave his reports noting that the Statement of Revenues, Expenditures, and Encumbrances as of June 30, 2011 shows operating expenditures of \$12,859,582.40 or 37.25% of the operating budget. Through the end of June, the Library should have spent no more than 50% of the operating budget. Cash collections from property taxes for 2011 remain up as we are at \$507,700 and 1.45% higher than the same seven months in 2010.

C. Other Reports

Mr. Farrar then gave an update on the library construction projects. He said that on July 18th they held a pre-bid meeting for potential contractors who are interested in building the new

Goodwood Main Library. The bids will be opened on August 2nd at 2:00 p.m. at the Municipal Building located at 100 St. Ferdinand Street in Room 309.

Mr. Farrar then said that in regard to the Fairwood Branch Library construction, Stuart & Company has signed the contract and submitted it to the City-Parish Department of Public Works (DPW). Once the Notice to Proceed is issued, Stuart & Company will be prepared to break ground within two weeks.

Mr. Farrar noted that the Library staff has been meeting with Mr. Mike Sullivan, architect with LRK. The next meeting is scheduled for the week of July 23rd. They are planning to review the final interior design and the final mechanical documents.

Mr. Farrar then announced that Ms. Rhonda Pinsonat has informed him that the Library has received a Funding Commitment Decision Letter from the federal E-rate program for the Funding year 2011-2012. The East Baton Rouge Parish Library has been approved to receive \$251,725.63 for Internet cost reimbursement.

Mr. Farrar also said that many Library employees have received service pins from City-Parish government. These pins are awarded annually for 5, 10, 15, 20 and 25 years of employment. The Library also had one employee, Ms. Becky Andrews, receive a 30 year pin. Mr. Farrar congratulated the staff for their dedication to employment with the Library.

Mr. Laurence Lambert arrived at 4:13 p.m.

Mr. Farrar thanked Ms. Elizabeth Myers, Librarian IV Coordinator of Training and Employee Development, for organizing and coordinating the Library's first recruitment event at the Annual American Library Association (ALA) Conference in New Orleans on Friday, June 24th. Several Library employees attended this very successful event. As a result they have received several résumés. He added that they have emphasized to these prospects that they must complete the City-Parish application in detail as this is used to grade the applicants to determine if they are qualified for employment at the Library.

Mr. Farrar then asked Ms. Husband to give an update on maintenance projects at the Library branches. Ms. Husband said that at the Baker Branch Library DPW has repaired some of the sheet rock and has repainted where necessary. The contractors are continuing to work on the lighting retrofit for the Bluebonnet Regional Branch Library and are 70% complete. At the Carver Branch Library the retaining wall has been painted and work has been done on the concrete around the building. At the Greenwell Springs Road Regional Branch Library the installation of a new fire alarm system is 50% complete. At the Scotlandville Branch Library new automatic sliding doors have been installed and patron comments have been positive. Ms. Husband noted that carpets are being cleaned in most of the buildings.

Mr. Farrar then noted that Ms. Stein had not arrived for the Board meeting as she was involved with a Library program involving a special guest present now for this Board meeting. He said Ms. Stein would give her report at a later time.

Old Business

A. Initiation Of a New Children’s Literacy Program – Ms. Kizzy Payton and Mr. Glen “Big Baby” Davis

Ms. Payton said that everyone is excited about the Library’s new literacy initiative with Mr. Glen “Big Baby” Davis, basketball pro athlete with the Boston Celtics. She added that many of those present have probably seen the articles in *The Advocate* and in the media about how he is using his star power to motivate children to read. She added that not only is he exciting the youth of the community, but also the adults. She said they are happy and honored to have him choose the Library to partner with him as he’s launching his Foundation to increase literacy which is a big part of the Library’s mission. Mr. Davis then addressed the Library Board. He said he thanked them from the bottom of his heart for their vision and is happy to be able to work with the Library because reading is very important.

Ms. Payton then asked if the Library Board members had any comments. Ms. Freeman said that she was present this morning at the Delmont Gardens Branch Library. She said she watched the parents and children being wooed by Mr. Davis who gave great answers to questions he was asked and with great passion and humility. She added that he connected with them and made a lasting impression.

Ms. Payton then said she wanted to recognize Ms. Tia Edwards who has been working diligently with Ms. Stein over the last couple of months to bring this project to fruition. Ms. Payton thanked Ms. Edwards on behalf of the Board. Ms. Edwards then thanked the Library Board and said this project has been a wonderful partnership. She added that when she first approached Ms. Payton and Mr. Farrar with this idea, they supported it and then the Board members embraced it completely when the idea was presented to them. Ms. Edwards noted that Mr. Davis has excited the children; he’s a “Big Baby” and they love it. She said she is grateful that they can make a difference in Baton Rouge.

She said Mr. Davis has a book which he has distributed to the children and she asked him to show the book to the Board. Mr. Davis then held up the book, *Basketball with Big Baby*. He explained that the author, Mr. Jon Goode had contacted him about writing a children’s book featuring Mr. Davis. He himself had been thinking of doing the same thing, so from there the book was created. The book features “Big Baby” and the letters in the word, “basketball”. Each letter reminds the child of a concept like listening, hard work, attitude and love which hold the keys to being successful in life. Ms. Payton replied that she believes the book is motivational for children. She had received a text message complete with a picture of a smiling child with Mr. Davis. Ms. Freeman said not only did he bring the books to the children this morning, but he connected with the children by talking about the words and giving examples. He read the book and made time for every child which was very touching.

Ms. Payton then said she wanted to mention all the Library staff members who worked on the “Big Baby” initiative. These employees who work in a variety of departments and branches of the Library made the time to assist in the success of this effort. She said these individuals are not

present, but she would like those present to give them a round of applause. Ms. Payton noted that Ms. Stein has gone above and beyond to ensure that this project is successful.

Ms. Payton said that Mr. Davis had other events to attend to which he replied that he did need to leave, but he shook hands with each Board member and Mr. Farrar. Mr. Bardwell then noted that Mr. Davis had spoken at the Rotary Club meeting the day before and Mr. Bardwell had the privilege of introducing him. Mr. Bardwell said in preparation he did a little research on his sports career and was very impressed by what he discovered. Mr. Bardwell said his record in the last four years is really amazing, and to have the maturity and the discipline to understand that he is in a position to make a difference and create this foundation to foster literacy shows that Mr. Davis has a big heart. Mr. Bardwell said he felt that Glen Davis should have a change in his nickname to Glen “Big Heart” Davis as far as the Library Board is concerned. Everyone applauded their agreement with Mr. Bardwell. Ms. Payton said Mr. Bardwell’s comments were very appropriate.

Ms. Payton then mentioned several events at which Mr. Davis would be present. She noted that the next day he would be at the Sports Academy on Industriplex Boulevard signing autographs. Then he would be at the Shaw Center for the “DIG Big into Literacy” event with tickets for this event still on sale. On Saturday he would be at Cortana Mall at noon and at Metropolitan Councilwoman Tara Wicker’s Special Back to School Expo. Ms. Payton said if anyone has missed one of Mr. Davis’ appearances there is still time to see him. She referred people to the Library’s website for further information. Ms. Stein arrived at the meeting having been at a branch library event. Ms. Payton again thanked Mr. Davis for his partnership with the Library and she said they look forward to continuing this literacy effort with him.

B. Consideration of a Request from the Knock Knock Children’s Museum for the East Baton Rouge Parish Library to Establish a Branch Library in The Children’s Museum, and to Appropriate between One and Three Million Dollars to Complete the Library Portion of the Project

Ms. Payton said they have received a request from the Knock Knock Children’s Museum asking the Library to establish a branch library in the children’s museum and to appropriate between \$1 and \$3 million for this project. Ms Payton then asked if there were any comments from the public on this item.

Ms. Gayle Smith, a member of the public, said she appreciates and would like to thank Mr. Glen Davis for what he is doing to promote early childhood literacy in East Baton Rouge Parish. She said the concept of a children’s library in the Children’s Museum is a good idea, but she said she is concerned about the staffing of another Library facility in light of the current staffing needs for the children’s bookmobiles, the new Fairwood Branch Library and the new Main Library. She added that in December 2010 and in May 2011 she checked out books mostly from the teen section of several library branches. Most of these were noted as required summer reading books and they were in deplorable shape. She said she showed the books to a retired librarian and a retired teacher and they agreed that the books were in deplorable condition. She said she gave those books to Library management for their consideration. She said if the Library has between

\$1 and \$3 million to spend, the money should be used to especially weed the current teen collection and purchase new books because our children deserve better.

Ms. Barbara Roos, Librarian IV Coordinator of Teen Services, thanked Ms. Smith for showing them the worn books. She noted that she reviewed the books that Ms. Smith had given them. She said that they have a rigorous established weeding process in place. Ms. Roos added that some of the books had been checked out when the staff weeded that section of the collection. She said that if a book is out of print and a replacement copy cannot be purchased, they will keep that book regardless of its condition. She noted that *The Learning Tree* is one such item. Mr. Farrar then thanked Ms. Roos for her efforts in maintaining the teen collection for the Library system. He noted that she works with Ms. Emilie Smart, Librarian IV Coordinator of Reference and Information Services who established a weeding process with input from Ms. Stein. He added that these librarians have a dynamic programming approach in their divisions and are the reason why our Library system is a leader statistically. He noted that Ms. Stein developed a strong teen division and Ms. Roos has maintained that division with increasingly large and active teen involvement which is rare in libraries today. Our parish does have a young adult population that does want to come to the library and read books.

Ms. Kathy Wascom, another member of the community, said she didn't know if the Library has the money to partner with the children's museum. But as the grandmother of three grandsons, she would love to see a children's museum at City Park, and she would support the Library to partner with the Knock Knock Children's Museum as it is developed.

Mr. John Berry, another member of the community, said that the Library's capital construction budget is about \$74 million. He said that this is the fourth anniversary of the date the Board voted to build the new Main Library in the Park and they still have not had a groundbreaking. That is \$43 million for that library. He added that the budget for the Rouzan Branch Library is \$6 million and this project is now 5 years and 9 months old with no groundbreaking there. Now the Board is considering spending between \$1 million and \$3 million on a branch library in the Knock Knock Children's Museum while we're still waiting on a Main Library, a Rouzan Branch and the Fairwood Branch at \$5 million to be built. The River Center Branch Library is the least used in the parish and the Board wants to spend \$19 million to build a new one. Mr. Berry said this branch library in the children's museum is not a well thought out idea. He added that the people, who have formed the non-profit organization to build the children's museum, should raise the money privately to build the museum themselves. He noted that if the public wants to support this it should go to a vote by the public.

There were no other comments from the public. Ms. Payton said that she had a few comments before she asked for input from the other Board members. She said all of the Board members received a copy of a letter sent to her from the Chair of the Knock Knock Children's Museum. In that letter it stated that the museum envisioned support from the Library in the following ways:

1. Create synergy between the East Baton Rouge Parish Library, BREC and Knock Knock organizations.

2. Comfortable reading nooks with innovative displays of books in the 18 “hands on” exhibits within the museum.
3. A 1,000 square foot “mini branch” to house a multitude of children’s books and parenting books, periodicals, and pamphlets.
4. Support for Technology and Staff to assist the museum with book circulation for library/museum patrons.
5. Assist Knock Knock with outreach programming within East Baton Rouge Parish to promote both agencies’ services and increase early literacy opportunities for families, children, students and teachers.

Ms. Payton also read from the letter that “Knock Knock additionally requests a financial commitment of \$1-\$3 million, based on the Control Board’s opinion regarding how much of the Library’s vision would be achieved through this partnership.” Ms. Payton said there was an opinion given to the Board by the Parish Attorney and Ms. Stein presented a PowerPoint to the Board outlining how the Library might partner with the museum. So then she asked for Board member comments.

Mr. Bardwell said that this is a large question and therefore, should be broken down into separate components. He noted that they asked the Library staff to study the feasibility of a partnership with the museum. The conclusion was that there is an overlap in the mission of the Library and the museum in regard to literacy. The museum will have a fixed base area with educational exhibits that may change. Age and subject appropriate books are part of the exhibits. The exhibits are a gimmick to inspire learning. Mr. Bardwell added that based on the legal opinion, the Library can partner with the museum. He said that a 1,000 square foot branch library is about half the size of the room in which they are meeting today, so that they are not talking about a large amount of money to build the mini branch. He estimated that the cost would be about \$300,000. He said that is an easy sell and the Board should do it. He said the Library would also need to provide materials and staff, but that would also be a relatively small amount of money.

Mr. Bardwell said the larger request of \$1 to \$3 million by the museum that is not specified, must be taken in context. The partnership of the museum with BREC will enable the museum to construct their building on a BREC site plus rely on a \$3 million grant to the museum’s operating fund as well as an annual amount by BREC each year for the upkeep of the facility. All of this is covered under the cooperative endeavor agreement (CEA) between BREC and the Knock Knock Children’s Museum. Mr. Bardwell said that in regard to the legal opinion given to the Library Board, the author of the opinion could not give a specific opinion because they did not provide details of the partnership. If the Board can show that the partnership with the museum would benefit the Library and fit within the mission of the Library, then the partnership would be legal.

Ms. Freeman asked Mr. Bardwell to clarify what he expressed. Then Ms. Payton said it is imperative that they ask the Library’s Finance Department if they have the funds to appropriate considering our \$74 million worth of construction projects. Ms. Rhonda Pinsonat, Library Business Manager, replied that in the last 10-year projection that she included in the Board’s proposed 2012 budget package, it’s not the \$1 to \$3 million that’s the concern, but rather the operational cost through the end of the 10 year taxing period in 2015 under this millage rate. In

the 10-year projection, the recurring revenues over the expenditures is equal, the Library cannot add any additional operational costs.

Ms. Payton then asked Mr. Bardwell to complete his comments. He continued that he would like to review Ms. Stein's list of possible partnership opportunities and insert the cost for these items. Then he said they could produce a draft CEA for a legal opinion. Then they would know exactly what they are proposing, the cost and the legality of the partnership. Mr. Bardwell added that this is not a motion, but just a discussion of the issue.

Mr. Browning then asked how many blocks from the Carver Branch Library is the museum. He asked if they are planning to build a library on every corner. Ms. Pinsonat has just said they cannot add any more operational costs. As far as he and the public are concerned, the Board spends money like they have a printing press. He said they need to stop and look at what they are doing. They have spent millions of dollars for the bookmobile outreach and new building construction. Mr. Browning added that he will not be on the Library Board, but they are going to have a serious problem at the next Library tax renewal election.

Ms. Freeman said that she is excited about having the children's museum, and the idea of partnering in the future is great. But her concern now is that the Library Board already has many financial commitments and to use public funds when they have said they don't have the money is not a wise decision. Ms. Freeman said she supports growth in Louisiana and Baton Rouge and the education of our children and adults, but if they don't have the funds, the museum will need to find another way to raise the money they need. In the future the Library may be able to do some collaborative building within the community to help the museum reach its goals through a different kind of partnership. Ms. Freeman added that recently the Library Board had a strategic planning session and this museum was not part of the discussion. So they need to be very careful about how they spend money and carry out the Library's vision.

Ms. Tomlinson said she agreed with what Ms. Freeman said. She added that it is important to partner in some way with the museum, but she is not sure that the Library should make the financial commitment the museum is requesting.

Mr. Lambert said that Mr. Bardwell had a good idea about getting a specific idea of what the museum is asking beyond the financial request. Ms. Payton replied that they were very specific about what they were asking for through a CEA with the Library. Ms. Freeman agreed that they were very detailed at the end of their letter. Ms. Payton added that in the opinion by the Parish Attorney, it stated that the Library cannot dedicate staff to be located at the museum. The opinion also stated that the Library would need to institute a volunteer program and Ms. Payton said she does not think that this would be feasible at this time.

Ms. Freeman noted that at a recent Board meeting they discussed how the Library is short staffed and is having difficulty filling vacancies. Also some of the positions the Board approved were not approved by the City. She said that they cannot commit staff to the museum effort when the Library system has vacancies it can't fill. Ms. Freeman said the idea of the children's museum is a wonderful concept, but the Library has to look at another way to partner with the museum that does not involve finances and at a later date. Mr. Lambert said that this was his point also and

that he wasn't comfortable with the financial request. He did say he'd like to continue the dialogue and not terminate the discussions with the museum. He said it would be good to integrate services with the museum such as having possibly the bookmobile visit the museum site. Ms. Freeman asked him if he'd like to make a motion. Ms. Payton added that public/private partnerships are great and the children's museum will be a wonderful organization. She again reiterated that the Library does not have the finances or the staff to honor this request at this time.

Mr. Browning made a motion to deny the request from the Knock Knock Children's Museum for the East Baton Rouge Parish Library to establish a branch library in The Children's Museum, and to appropriate between one and three million dollars to complete the library portion of the project. Ms. Freeman seconded the motion with the understanding that in the future they could again look at some type of partnership. Ms. Payton said the Board is voting for this particular agenda item and not excluding future discussions about other ways to partner.

Ms. Tomlinson said she had a procedural question about whether they may vote because it is not stated in the agenda item that they will vote. Mr. Farrar replied that in the past there was a great deal of discussion about the Library Board agenda items and whether the Board is following the method used by the Metropolitan Council in introducing and voting on agenda items. Mr. Farrar said that today the Parish Attorney gave the opinion that the Library Board is to follow *Robert's Rules of Order* in conducting its meetings and not the method used by the Metropolitan Council. Many of the arguments from past Board meetings have been invalidated by the Parish Attorney's ruling today. Mr. Farrar added that the way the Library Board has conducted its business for the last forty years has been correct and can continue now. He noted that the word "consideration" is the same as "vote" if the President of the Library Board wishes it to be so. Ms. Payton said that Mr. Farrar had e-mailed the Board that opinion from the Parish Attorney just before this Board meeting began. Ms. Payton thanked Ms. Tomlinson for asking the question as this has been an ongoing concern. Ms. Payton, Ms. Freeman, Mr. Lambert, Mr. Browning, and Ms. Tomlinson voted for the motion. Mr. Bardwell opposed the motion. The motion passed. Ms. Payton said that she would like to keep the discussion open with the museum when they have their funding in place. There are some great opportunities for the Library to partner such as through the bookmobile. Literacy is an important issue in Baton Rouge as Mr. Davis said earlier. She said the Library wants to be a partner in the future, but cannot do anything at this time.

Ms. Clarice "Cricket" Gordon, Chair of the Board of the Knock Knock Children's Museum, asked to address the Board. She thanked the Board for their consideration. She said the museum will move forward with its plans. She added that she had invited Mr. Farrar to attend the Association of Children's Museums in Houston, but he was unable to attend. Ms. Gordon noted that the children's museum in Houston has a library in it and has over 1,000 visitors per week. She said she'd like to see some statistics as to the number of children who come to the Children's Departments and how many children's books are checked out in our library branches. She said the other children's museum with a library in it is in Indianapolis. They have more books checked out at that museum library than in any other library in the city. Ms. Gordon said it is an investment in early childhood development for the community and not related to money. She said she regretted that the amount of money requested caused the Board to vote no at this time.

She said that in order for citizens to pay taxes to fund services they must be educated in order to obtain employment. She thanked the Board again for their consideration and looked forward to partnering with the Library in the future. Ms. Payton replied that the museum is an investment. The Library Board must follow its strategic plan which involves planning many years in advance and projecting the use of the funds that it collects from the citizens. Ms. Payton again emphasized that the Library wants to work with the museum in the future.

New Business

A. Louisiana Restoration Tax Abatement Program Request – Mr. David Farrar

Ms. Payton asked Mr. Farrar to address this agenda item. Mr. Farrar said he had received a request for tax abatements for Project King, LLC and Celtic Management Corporation. He said the estimated abated tax for the Library is projected at \$18,215.10 for a period of five years or \$91,075.50 in total with the option to renew for an additional five years for a ten year total of \$182,151.00. He added that this request should be addressed by the Library Board and then the decision is made by the Metropolitan Council. Ms. Tomlinson asked if the Library Board needed to take a vote. Mr. Browning said since he has been on the Board several of these tax abatement requests have been made. He questioned that they are not going to express their opinion when so much money is involved. He added that he comes from the corporate world and this is called corporate welfare. Mr. Bardwell said he had an objection about Project King LLC in that this project is already completed. He did not recall this abatement request ever being made for a project that is already completed. He added that the Library Board can vote against the abatement, but it won't make a difference on the Metropolitan Council decision. He noted that his objection is similar to his past objection that a portion of the Library tax money is taken to fund the Sheriff's pension.

Mr. Bardwell made a motion to object to the tax abatement request for both projects and Mr. Browning seconded the motion. Mr. Lambert made a substitute motion to make no recommendation. Ms. Payton agreed that they did not need to take action on this item and can take this as an information item. Ms. Freeman seconded Mr. Lambert's motion. Ms. Payton asked for a vote on the substitute motion. The substitute motion passed with Mr. Bardwell and Mr. Browning opposed to the substitute motion. Mr. Browning said the Board members were not appointed to not take a vote.

B. Introduction of Change to Library Board of Control By-Laws Regarding Number of Meetings Per Year from Monthly to Bi-Monthly or More Frequently at the Discretion of the Board President

Ms. Payton read the agenda item and said it was pulled from the agenda last month. This item is under discussion as a result of having had several Board meetings where they only had one item to consider and take action on. She said they are looking at the future and the possibility of meeting only every other month. She asked if there were any comments from the public.

Mr. James A. George, a member of the public, said with the utmost respect he felt that if Board meetings are only held every other month, it would impact the almost nonexistent ability of the public to make comments and be informed on what is occurring with the Library system and with the Library Board. He said he is opposed to the Board's public comment policy. He added that with the utmost respect he had several concerns and questions. He asked why this change was being considered and how the Board would explain this to the public. He said this idea has led to speculation that possibly the Board does not have enough to do or that comments from the public are not wanted because of a public relations problem. Mr. George said he attended several Board meetings and the strategic planning session and the public has very little opportunity to speak. He added that the Library Board as a public body has been operating in a very autocratic manner and views public comments as something to be avoided at all costs. He noted that this is counter to the principles of the founding fathers of our country. Mr. George said that the principles state that Congress shall not make any laws which prevent the freedom of speech or of the press and that this applies to public bodies also. He said the public has the right to speak and he asked that the Board observe these principles more carefully.

Ms. Kathy Wascom again addressed the Board. She said that when she first attended the Library Board meetings, the Board did not follow *Robert's Rules of Order*. Discussions and comments were made on items and subjects that were not on the agenda. Ms. Wascom said in her experience that would have been a violation of the open meetings law. She said the atmosphere at the meetings was like a free for all. She said that the Board now follows *Robert's Rules* and the meetings are orderly and only posted items on the agenda are addressed. She added that that is what she expects from a Board that is handling millions of dollars of taxpayer money.

Mr. John Berry again addressed the Board. He said that last month the agenda item had stated quarterly meetings. He said he felt that the members of the Knock Knock Children's Museum may have wanted to be on the Board agenda this month and so the discussion of quarterly Board meetings was dropped for that reason. Ms. Payton replied that this was not the case. Mr. Berry said the change in the number of meetings further excludes comments by the public from a Board that is very restrictive. He added that the Board is spending \$74 million of public money with an annual operating budget for the Library at \$38 million. He said this change in the number of meetings either implies that the Board does not have enough to do which he knows is not true, or that there is another agenda operating. He questioned whether the Board members could give the level of care with only bimonthly meetings or were they meeting among themselves and breaking the open meetings law. Mr. Berry said the Board must have monthly meetings or they will have a problem with the public not being informed.

Ms. Payton then said that this item was placed on the agenda for introduction only and that they would vote in August.

Mr. Mark Holmes, a member of the public, said he had the impression that they cannot have a dialogue with the Library Board members at the meetings. Ms. Payton replied that he could make comments, but the Board would not respond to them. He asked why this is so and said the Board should think about that. He said they have children. They want people to come here to do business, but people do not relocate here because they are not transparent. He said they have a grade of "D minus" on initiative and openness. Mr. Holmes said the Board should think about

the fact that with all the projects coming up for the Library, they would have more to discuss. He added that they want to know that their money is being spent appropriately. He said this information appears to be hidden. He felt that the Board should be more open and allow more dialog with the public.

Ms. Payton said this was only an introduction and that the vote would be taken up next month. She said they have heard all of the comments of the public. She said that contrary to what the public expressed, that once these construction projects begin there is actually less to discuss. Before a project is considered or begun, there is a lot of discussion and decisions must be made by the Board at that time. As the project is approved and goes through City-Parish Departments, the Library Board is not very involved in decisions and input on a regular basis. She added that the City may not come back to the Library Board for input for several months. Ms. Payton said when the Board is asked to take action, they do so. She said that they do not put items on the agenda that do not need to have some action taken. She noted that Mr. Farrar presents a summary of actions on each project under the "Director's Reports" portion of the agenda. Ms. Payton emphasized that there is no agenda to minimize the comments and the interaction with the public. She said they want to make the best use of the Board's time and by State law the Library Board is only required to meet once a year.

Ms. Payton asked if there were any comments from the Board members. Mr. Browning asked if they could just cancel a meeting if there is nothing on the agenda. He suggested they leave it at twelve meetings and just cancel if there is nothing to discuss. Mr. Bardwell replied that the by-laws state that they will meet once a month. He added that they could legally vote on this issue today to which Ms. Payton agreed. She asked if there was a motion or they could wait until next month. There was no motion made, so Ms. Payton continued with the last item.

Comments by the Library Board of Control

Ms. Payton said she would like to wish Mr. Farrar a very happy belated birthday.

Mr. Bardwell said he attended the American Library Association Conference in June in New Orleans. He said it was intimidating, frustrating, dazzling and incomprehensible. He said one must do a lot of studying before attending so that one can figure out what to participate in, but one can't do that until the event. He wished he had known about the session on how to participate in the conference for first time attendees. He noted that he was there on Friday, June 24th and then came back again on Sunday, June 25th. He said he saw that Ms. Stein was there with the Library's Bookmobile. He said he walked around the exhibition hall and it was amazing how many vendors were there with the latest technology that is available for libraries.

Ms. Freeman said that she was proud to attend the presentation that Mr. Farrar made at the conference. She said he did a phenomenal job of sharing our experiences and lessons in regard to our construction projects and he did it meticulously. He shared with other directors, librarians and consultants and did it with grace and humor. Ms. Freeman said they should give him a round of applause for the great job.

There were no further comments, and so with no further business, the meeting was adjourned on a motion by Ms. Freeman, seconded by Mr. Bardwell at 5:30 p.m.

Kizzy Payton, President

David Farrar, Library Director

MEMORANDUM

DATE: July 21, 2011

TO: Library Board of Control

FROM: David Farrar
Library Director

SUBJECT: Construction Report

Goodwood Main Library

Ms. Lisa Hargrave, architect with Tipton Associates, reported for the Design Collaborative on the Goodwood Main Library. She stated that the City-Parish Department of Public Works (DPW) has advertised the project for bidding. Bid documents are available both digitally and printed. Electronic copies of the plans, specifications and contract documents may be obtained online at www.bidx.com or they may be obtained without charge and without deposit from www.lettermansdigitalvault.com. Printed copies can be obtained from the Department of Public Works Architectural Services Division, 1100 Laurel Street, Baton Rouge, Louisiana 70802 between the hours of 7:30 a.m. to 3:30 p.m. upon payment of \$150.00 Dollars. (Checks are made payable to the City of Baton Rouge and Parish of East Baton Rouge.) Fees for plans, specifications and contract documents are to cover the cost of reproduction and are non-refundable in accordance with Louisiana Revised Statutes. Plan holders are responsible for their own reproduction costs. A non-mandatory pre-bid conference will be held at 9:00 a.m., Monday, July 18, 2011 at the Main Library located at 7711 Goodwood Blvd. Electronic or sealed bids will be received until 2:00 p.m. local time, Tuesday, August 2, 2011, by the Purchasing Division, Room 309, Municipal Building, 100 St. Ferdinand St., Baton Rouge, Louisiana 70801. No bids will be received after 2:00 p.m. on the same day and date.

Below is a copy of the advertisement for bids.

NOTICE TO CONTRACTORS

The City of Baton Rouge and Parish of East Baton Rouge will receive **electronic or paper bids** for the construction of the following project:

NEW INDEPENDENCE PARK MAIN LIBRARY BUILDING CITY PARISH PROJECT NO. 11-ASC-CP-1012

PROJECT DESCRIPTION: 1. Construction of a new three (3) story, 126,717 square foot facility (approximate); all associated structural / mechanical / plumbing / electrical / lighting / telecommunications; all associated infrastructure / utilities; associated site work / landscaping / irrigation; entry plaza; service yard; parking area; and Goodwood Boulevard turn lane improvements. 2. Demolition of the existing library facility and existing parking areas. 3. LEED certification procedures and documentation.

Electronic or sealed bids will be received until 2:00 p.m. Local Time, **TUESDAY, AUGUST 2, 2011**, by the Purchasing Division, Room 309, Municipal Building, 100 St. Ferdinand St., Baton Rouge, Louisiana 70801. No bids will be received after 2:00 p.m. on the same day and date.

Electronic bids and electronic bid bonds for the solicitation will be downloaded by the City of Baton Rouge and Parish of East Baton Rouge, Purchasing Division. Electronic bids and electronic bid bonds must be submitted through www.bidx.com prior to the bidding deadline. Beginning as soon as feasible after the bid closing time all electronic bids will be downloaded and publicly read aloud along with all paper bids received, if any, in Room 312 of the Municipal Building immediately after the 2:00 p.m. bid closing. Bidders or their authorized representatives are invited to be present.

Bids, amendments to bids, or request for withdrawal of quotations, received after time specified for bid opening shall not be considered for any cause whatsoever.

Bids shall be firm for a period of forty-five (45) days from the date of the opening of bids and no bid shall be withdrawn for any reason during this period of time except as allowed per R.S. 38:2214.C.

Electronic copies of the plans, specifications and contract documents may be obtained online at www.bidx.com or they may be obtained without charge and without deposit from www.lettermansdigitalvault.com. Plan holders are responsible for their own reproduction costs. Printed copies are not available from the Architect. Printed copies can be obtained from the Department of Public Works Architectural Services Division, 1100 Laurel Street, Baton Rouge, Louisiana 70802 between the hours of 7:30 AM to 3:30 PM., upon payment of \$150.00 Dollars. (Make checks payable to the City of Baton Rouge and Parish of East Baton Rouge.) Fees for plans, specifications and contract documents are to cover the cost of reproduction and are non-refundable in accordance with Louisiana Revised Statutes. Plan holders are responsible for their own reproduction costs.

A Certified Check or Cashier's Check, payable to the Parish of East Baton Rouge or a satisfactory Bid Bond executed by the Bidder and an acceptable surety, in an amount equal to five percent (5%) of the total bid, shall be submitted with each bid. To assist the City-Parish in our efforts to track the minority participation on our construction projects the successful low bidder shall include completed City-Parish form CP DBE-1 with their submission of the executed contract and include CP DBE-2 with the monthly partial payment request.

Bids shall be received electronically via www.bids.com or on solicitation bid forms furnished by the City of Baton Rouge and Parish East Baton Rouge, and only those bids shall be received by the City-Parish which is submitted by those Contractors in whose names the solicitation bid forms and/or specifications were issued. In no event shall paper solicitation forms be issued later than twenty-four (24) hours prior to the hour and date set for receiving proposals.

The Bidder is advised that the City of Baton Rouge and Parish of East Baton Rouge is an Equal Opportunity Employer. Therefore the Bidder is encouraged to utilize minority participation in this contract to the extent possible through the use of small, disadvantaged and women-owned businesses as suppliers or subcontractors.

All Contractors bidding on this work shall comply with all provisions of the State Licensing Law for Contractors, R.S. 37:2150-2163, as amended, for all public contracts. It shall also be the responsibility of the General Contractor to assure that all subcontractors comply with this law. If required for bidding, Contractors must hold an active license issued by the State of Louisiana Licensing Board for Contractors in the classification of BUILDING CONSTRUCTION, and must show their license number on the face of the bid envelope.

The City of Baton Rouge and Parish of East Baton Rouge reserves the right to reject any and all bids for just cause. In accordance with La. R.S. 38:2212 (A)(1)(b), the provisions and requirements of this Section, those stated in the advertisement for bids, and those required on the bid form shall not be considered as informalities and shall not be waived by any public entity.

A non-mandatory pre-bid conference will be held at **9:00 a.m., Monday, July 18, 2011** located at 7711 Goodwood Blvd. All parties interested in this project are invited to attend this conference.

For additional information please contact Troy Mathis, Project Manager at (225) 389-4694 or TMathis@brgov.com.

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Fairwood Branch Library

Mr. Richard Brown, architect with Bani, Carville & Brown, Inc., reported the following:

1. Stuart & Company has been awarded the contract to construct the building. They have signed the contract and returned it to DPW.
2. DPW is currently processing the contract.
3. All architectural requirements for the permit approval have been met, including previous outstanding comments from the City.
4. The one remaining item needed for permit approval is the environmental report which will be provided to the City by the Contractor.
5. Stuart & Company is prepared to break ground for construction within approximately two weeks after receiving the Notice to Proceed.

Rouzan Branch Library

Mr. Mike Sullivan, architect with Looney Ricks Kiss/LRK LLC, reported the following:

1. Construction documents are at 95 percent complete, with final staff comments and revisions to be picked up this month.
2. He met with Library staff to review staff design document comments. Another meeting is scheduled for the week of July 23rd to review the interior design comments and mechanical.
3. A construction document review meeting with Library staff is scheduled for the week of July 12, 2011 with final comments to be completed after this meeting.