

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
MAIN LIBRARY
FIRST FLOOR CONFERENCE ROOM
7711 GOODWOOD BOULEVARD
BATON ROUGE, LA 70806
DECEMBER 18, 2014
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF NOVEMBER 20, 2014
- III. REPORTS BY THE DIRECTOR
 - A. FINANCIAL REPORT
 - B. SYSTEM REPORTS
- IV. OTHER REPORTS
 - A. MAIN LIBRARY AT GOODWOOD
 - B. RIVER CENTER BRANCH LIBRARY
 - C. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS
- V. NEW BUSINESS
 - A. PRESENTATION OF INFORMATION ABOUT MEETING ROOM USAGE AND MEETING ROOM POLICY REVISIONS– MR. SPENCER WATTS AND MS. MARY STEIN
- VI. OLD BUSINESS
 - A. REPORT ON SITE SELECTION DESKTOP ANALYSIS PROCESS FOR A SOUTH BRANCH LIBRARY – MR. SPENCER WATTS
- VII. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

IN ACCORDANCE WITH THE BOARD'S PUBLIC COMMENT POLICY, ALL ITEMS ON WHICH ACTION IS TO BE TAKEN ARE OPEN FOR PUBLIC COMMENT, AND COMMENTS AND QUESTIONS MAY BE RECEIVED ON OTHER TOPICS REPORTED AT SUCH TIME AS THE OPPORTUNITY IS ANNOUNCED BY THE PRESIDENT OF THE BOARD OR THE PERSON CONDUCTING THE MEETING.

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

December 18, 2014

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the first floor Conference Room of the Main Library at Goodwood at 7711 Goodwood Boulevard on Thursday, December 18, 2014. Ms. Tanya Freeman, President of the Board called the meeting to order at 4:04 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Jason Jacob, Mr. Logan Leger, Ms. Kizzy Payton, and Mr. Travis Woodard. Absent from the meeting was Board member, Ms. Terrie Lundy. Also in attendance were Mr. Spencer Watts, Library Director; Ms. Patricia Husband, Assistant Library Director of Branch Services; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; and Ms. Kelli Bonin, Library Network Technician I. Absent from the meeting was Ms. Mary Stein, Assistant Library Director of Administration; Ms. Rhonda Pinsonat, Library Business Manager; and Ms. Sonya Gordon, Library Public Relations Coordinator. Captain Blair Nicholson of the East Baton Rouge Parish Sheriff's Office; Mr. Michael Thompson, and Mr. Corey Blanchard, Engineers with SJB Group, LLC; Mr. Dirk Graeser, videographer for Metro 21; and several members of the community were also present.

Ms. Freeman asked Ms. Zozulin to take the roll which she did. Ms. Freeman then asked for the approval of the minutes of the regular Library Board meeting of November 20, 2014. Ms. Payton made a motion to approve the minutes, seconded by Mr. Jacob and approved unanimously.

III. Reports by the Director

A. Financial Reports

Ms. Freeman asked Mr. Watts to present the reports. Mr. Watts asked Mr. Pierce to make the financial report. Mr. Pierce said that the Statement of Revenues, Expenditures, and Encumbrances through November 30, 2014 show operating expenditures of \$30,075,178.77 or 69.61% of the operating budget. Through November, we should have spent no more than 92% of the operating budget.

Cash Collections from Property Taxes for 2014 remain strong, as we are approximately \$1,512,000, and 4.06% ahead of the same eleven months in 2013.

Mr. Pierce asked the Board members if there were any questions. There were none.

B. System Reports

Mr. Watts announced that Ms. Stein is in Houston today at a reception to accept the *Engineering News Record (ENR)* award presented to the East Baton Rouge Parish Library for the Best

Government/Public Building Project of the Year, and also for the Best Building Project of the Year in the Southeast Region. The Main Library project will now be entered into the national competition.

Therefore, Mr. Watts gave the PowerPoint presentation *Around the Parish in 90 seconds* which included the month of December 2014. Below are some of the highlights:

- The dedication of the plaza and the parking lot for the new Main Library was held on November 22nd. Several hundred people attended the ceremony and associated activities. The gate count showed about 1,000 people more than the average Saturday attendance.
- The Fall Fest was also held on November 22nd at the Main Library. There were events for families and children including music by the Baton Rouge Jazz Ensemble, and guitarist Dorothy LeBlanc. There were mascots from BREC and from LPB, and chess activities for teens. There were 3-D printing demonstrations, food from the Taco de Paco food truck, and a cake walk.
- The 14th annual *Attic Treasures and Collectibles* event drew 257 people. Items are examined by various experts in order to help people identify and assess what they may have. Participants can bring up to three items for the specialists to evaluate. The Library also shows patrons how to use the database P4A to identify antique items and their value.
- Jack and Ann Hood, two jewelers, and Lorianne Marino, a currency expert, were three of the many people who volunteered their time and knowledge for this successful event.
- The materials that are particularly needed are softbound books that are inspirational along with some children's books so that inmates can read to their children when they visit their parents.
- The parking lot for the new Main Library opened on November 25th at 12:00 p.m. The gate count has gone up steadily since then. Patrons are happy with the shorter walk to the building. December gate counts are usually low, but here at Main they have increased.
- The drive thru/pick up window at the new Main Library opened on December 3rd. A bell rings in Circulation when a patron drives up for assistance. Returns, renewals and check-out are the services available. No monetary transactions occur at the drive up window.
- The screens for the monumental sign at Goodwood and the plaza have arrived, and were installed and operational at noon on Tuesday, December 16th. These screens will display Library and BREC promotions. We will also show documentaries and films, some of which are on IndieFlix. TED talks will also be featured. The screen in the monumental sign at Goodwood will help identify the Library to drivers.
- We are working on the project, *Elevate to Elevate* through January 31st. We are partnering with Councilwomen Ronnie Edwards, and Donna Collins-Lewis, the Sheriff's Department, and the Parish Prison. We are collecting donations of books for those incarcerated. Improving reading skills assists those leaving the prison to find better employment opportunities.

IV. Other Reports

A. Main Library at Goodwood

Mr. Watts then presented the report on the Main Library at Goodwood. He said the parking lot is now opened with 318 spaces. Concerns have been expressed regarding the designated parking for high occupancy and low-emission vehicles close to the building. These designations are part of the Leadership in Energy and Environmental Design (LEED) commissioning. There are 21 spaces for high occupancy, (2 or more occupants) (HOV) vehicles; and 21 spaces for low-emission/fuel efficient vehicles which includes a large number of cars. Some light trucks and smaller SUVs also qualify in the 1,860 vehicle list. There is no enforcement of what vehicles can park in these LEED designated spaces. Nor are there eco-police giving tickets to non-qualified vehicles parking in low-emission or HOV spaces. The third type of designated parking includes 18 handicap spaces which require a handicap license plate or tag on the vehicle. These are legally enforceable spaces. Law enforcement can issue citations to those who park there without the proper identification.

Mr. Watts added that he has noticed that patrons understand the high occupancy designation, but are unaware of the number of vehicles that qualify for the low-emissions spaces. These are not limited to cars such as the Toyota Prius or other hybrid vehicles. We are finding ways to educate the public regarding the parking designations. Most patrons are happy with the parking lot on Goodwood which is more convenient than the temporary parking we offered, and this has been the dominant theme with the public. He noted that in occasionally observing cars parked in the low-emissions spaces, most appear to qualify and spaces are heavily used.

Mr. Logan Leger arrived at 4:13 p.m.

Mr. Watts also said that we still have a list of items that we are discussing with the contractor. Some security system and surveillance camera work is being addressed. The service yard gate has been activated. Several modification requests have been dropped because we are trying to close out the project. These work items will need to be addressed at a later date. A good example of this is the fencing on the west side of the parking lot. Part of the fence had to be removed to work on the backflow preventers for the Fire Department. The Fire Department requires access to this area for mandated periodic inspection of this equipment. Mr. Watts explained that we will replace this fencing by reinstalling it around the backflow preventers as a separate contract put out for bid.

He added that we are still waiting for the digital version of the as-built drawings that are at DPW under review. All of the owner's manuals also need to be delivered to us.

We had questions about the water feature maintenance costs which include all of the necessary chemicals, filter replacements and equipment. We received a quote of \$850.00 per month which we felt was high. We will need to go through a bidding process next year to find a vendor to maintain the water features. Mr. Watts noted that half of the cost would be the responsibility of BREC since this is a shared feature. He said BREC is considering adding a staff member to their

work force who would be responsible for all the water features in BREC facilities, and this person's responsibility could include the Main Library at Goodwood.

Mr. Watts noted that there are only about 20 items on the latest punch list for the Main Library project with a value of approximately \$110,000. The list issued on December 10th included \$53,000 for building items with the rest for other parts of the project.

He again mentioned how pleased we are about the ENR award for the new Main Library.

Mr. Watts asked the Board if they had any questions regarding the Main Library. There being none, he took questions from the public.

Mr. John Berry, a member of the community, asked about the special parking at the Main Library. He asked for the definition of high occupancy, low-emission and handicap parking. He said people probably have different definitions for these words. Mr. Berry also asked if someone was going to give tickets for those who do not comply. He also wanted to know by what authority the Library had designated these special parking areas. Ms. Payton replied that Mr. Watts had discussed this and has already answered three of his questions. Mr. Watts was asked to repeat the information. Mr. Berry then said this sounds like Big Brother.

Mr. Watts restated that the HOV spaces are for vehicles with two or more passengers. The handicap spaces are set by code and statute. There is enforcement for the handicap parking. Mr. Watts noted that the Library staff does not enforce this law, but may notify law enforcement if we note drivers are disregarding the handicap signage. He emphasized again that there is no eco-police patrol. It is a suggestion and most people will honor the preferred parking. These designations are part of LEED requirements for certification and constitute a contractual obligation as a result of deciding to pursue this certification. Mr. Watts added that we will try to educate the public because he believes many are not using these spaces because they are not aware that their vehicles qualify.

Ms. Freeman told Mr. Berry that this is going to be an education process. This new Main Library is energy efficient, and the parking is part of the efficiency.

Ms. Kathy Wascom, a member of the community, thanked the Board and the Library staff for all of the programming that occurs at the Main Library and all of the other branches. She said patrons have access to such things as the arts, and 3-D printing. Ms. Wascom noted that the public gets their money's worth. Many of the events and activities that are held at the Library allow those to participate who otherwise would have been unable. Ms. Freeman said they appreciate Ms. Wascom's comments. She added that in her travels she has discovered how unique our system is. All of our branches are open seven days per week which is very rare, and our programming is enormous. Mr. Watts added that we try to offer a diverse amount of programs and we get a good response.

B. River Center Branch Library

Mr. Watts then discussed the River Center Branch project. He said we are in a transitional phase between the end of the design phase and the beginning of the construction document phase. He noted that last month's presentation by Mr. Rex Cabaniss, one of the architects for the project could have been more complete. There were some unanswered questions, so we have requested from the architectural firms involved a quantitative summary sheet listing such items as the number of study seats, and the number of restrooms and toilets. Schwartz Silver Architects in Boston said they are working on the list. These architects were here at the Main Library last week to meet with Mr. Cabaniss of WHLC and with the engineers. Mr. Cabaniss has said that they will send Mr. Watts the information along with sharper images of the floor plans next week. Mr. Watts noted that we had requested drawings that are clearer in depicting the furniture and departments.

Mr. Watts added that since the last Board meeting, there have been no further discussions regarding parking, alternate staging sites, or demolition of the old Municipal Building.

There were no questions by the Library Board. Mr. Berry said he had an additional question, but Ms. Freeman said he had already asked several questions.

Ms. Freeman read Item C.

C. Maintenance Report and Additional Capital Projects

Mr. Watts asked Ms. Husband to give the maintenance and additional capital projects report. Ms. Husband stated that she would not go over all the maintenance that the Library facilities staff performs each month. This list will be posted on the Library's website.

She did report on the four large projects. The first is the exterior lighting project at the Bluebonnet Regional, Central, Greenwell Springs Road Regional, and Pride-Chaneyville Branch Libraries. DPW issued a notice to proceed earlier this month. We will have a pre-construction meeting on December 22nd.

The second project is the flooring replacement at the Greenwell Springs Road Regional and Scotlandville Branch Libraries. Ms. Husband said the interior designer is working on the construction documents for this project.

The third project is the Bluebonnet Regional Branch renovation. Ms. Husband will meet with the architect on December 22nd for a 50% construction document review.

Ms. Husband noted that the fourth project is the branch assessment study. She said we met with the architects yesterday and reviewed two preliminary draft reports and a portion of a third one. We made suggestions to the architects about the changes we would like to make. A meeting is scheduled for next month to review the revisions.

Ms. Freeman thanked Ms. Husband and asked the Board if they had any questions. Ms. Freeman asked for any public comments. There were none.

Mr. Watts said he wanted the Board to know that he is considering adding an Item D, Miscellaneous under Other Reports. He noted that we had been asked to give a report about the bookmobile at this meeting to answer the question of how the bookmobile services addresses literacy. He said that through November, 999 preschool visits with 1,699 story time sessions had been made. Mr. Watts said they are reaching between 30-35,000 children. He added that we keep a deposit collection at these sites changing out the items each time we visit. We have a big impact on the children in the pre-schools through the story times which keep them interested in books and reading.

Ms. Freeman said she spoke with one of the principals in Baker and she expressed how excited the children are when the bookmobile visits. She asked the Board and the public if there were any questions about the bookmobile.

Mr. Watts said he had two other comments to make. He announced that we will have strategic planning sessions for the public at each branch based on the draft strategic plan approved by the Library Board. At these meetings the public will have the opportunity to learn about the strategic plan and what is included. They will also have the opportunity to provide their thoughts and comments. The first meeting will be held on Saturday, January 24th from 2:00-4:00 p.m. at the Fairwood Branch Library. Then two sessions will occur at the Main Library on Monday, January 26th from 6:00-8:00 p.m., and on Tuesday, January 27th from 2:00-4:00 p.m. We are starting with these libraries so that we will have the opportunity to get the branch assessments of the other branches before holding the public meetings there. Ms. Freeman asked how the sessions will be announced to the public to which Mr. Watts replied that it will be published in *The Source* newsletter, and on the website. He added we will also hand out flyers and bookmarks with this information.

Mr. Watts also announced that the Mayor has signed the purchase agreement for the Outreach Services building. We are now in the 90-day inspection period. We are working with DPW to get the inspections completed.

There were no comments by the Board or the public, so Ms. Freeman read Item A under New Business.

V. New Business

A. Presentation of Information about Meeting Room Usage and Meeting Room Policy Revisions – Mr. Spencer Watts and Ms. Mary Stein

Mr. Watts said that Ms. Stein has been the primary staff member to coordinate work on the use of the meeting rooms. Ms. Stein has taken the current meeting room policy which was included in the Board packets, and can be found on the Library's website, and has suggested some changes to the current policy. At the Library Board's direction we have experimented with

expanding on who and how the Library's meeting rooms may be used over the course of the past several months.

Mr. Watts said he would provide a brief summary of some of the sections of the policy we feel should be revised which will serve as an introduction. He added that we will send the Board information in greater detail in the next few weeks. At the next meeting we could have a discussion including Board members' additional input and direction. He also said we have experimented with different kinds of meetings to see what the issues and logistical problems would be. We have looked at "after hours" type events. We now have larger and more flexible meeting spaces so these rooms can be used for different types of activities.

He noted that we believe we should change the language to include all governmental agencies including state and federal entities as allowable groups. We would also like to eliminate language that is overly restrictive concerning accepting dues or distributing business cards in the library meeting rooms.

Mr. Watts added that we need to add language and a fee structure that addresses the occasional use of rooms for private, social or commercial events. The types of events could be the following:

- Private parties for birthdays, wedding showers, bridal events, baby showers, graduations, holiday, and family dinners;
- Weddings;
- Memorials;
- Reunions;
- Graduations;
- Dance or music recitals, rehearsals, play practice;
- Informational seminars to promote a product or business;
- Depositions;
- Job fairs;
- Sales expos

He also said that as we open the rooms to new types of activities, we do not want to restrict the traditional use of the meeting rooms for groups such as the small civic organizations that have always used the Library meeting rooms. Mr. Watts said we do not want to crowd out these groups, nor do we want to be driven by fees preferring those who pay over groups who use the rooms for free.

He added that another consideration is how frequently Library meeting rooms can be used for a specific purpose in general as well as the frequency of use by an individual group. For example, many financial planners want to hold regular "seminars". We would need to consider whether we should limit the overall use of the meeting rooms to a certain number each month; limit each company to a specific number per year; restrict such use to "after hours"; and consider the strain on Library employees for scheduling to cover such events.

Mr. Watts noted that we would like to add language and a fee structure to address the occasional use of the Library meeting rooms for “after hours” events. We want to be mindful that even though this is a revenue stream, the wear and tear on staff scheduling must remain a consideration; nothing can jeopardize the regular operation of the Library.

Ms. Freeman said we have a lot of work to do regarding the use of our meeting rooms. She said that when she visited the Boston Public Library, they were using the outside courtyard for weddings. She added that their foundation actually has someone on staff to manage this use.

Ms. Freeman asked if there were any comments. Mr. Bardwell asked Mr. Watts what he wanted the Board to do tonight. Mr. Watts replied that he would like the Board to consider the information he just presented. We will send the Board additional information for discussion at the next meeting to begin the process of revising the meeting room policy. Mr. Bardwell replied that the staff is going to need to draft a revised policy. Mr. Watts agreed that the staff would do that. Mr. Bardwell then asked if this applies system-wide or just to the Main Library to which Mr. Watts replied system-wide. He added that the venues at the branches are different than at the Main Library, but the new River Center Branch will have spaces for which a revised policy will be needed. He also said that the regional branches would be able to accommodate some of the “after hours” type of events.

Ms. Freeman asked for public comments. Mr. Harvey Landry, a member of the public, asked about political organizations and meetings, and whether there was a prohibition on those. Mr. Watts replied that there is a state law restricting the amount of political activity that can take place in publically funded buildings. However, one can have a governmental meeting. He added that the Library will stay within the state law regarding political groups and meetings. Mr. Landry asked if the Library would be more restrictive than the state law to which Mr. Watts said no.

Ms. Wascom then spoke saying that the need for free meeting space especially downtown and during the legislative sessions, has people searching desperately. She said the meeting spaces at the Library will be appreciated, but especially when the legislature is in session.

Ms. Freeman asked if there were any other questions. There being none, she proceeded to Old Business, Item A.

VI. Old Business

A. Report on Site Selection Desktop Analysis Process for a South Branch Library – Mr. Spencer Watts

Mr. Watts introduced Mr. Michael Thompson and Mr. Corey Blanchard, both engineers with SJB Group, LLC. They attended the meeting to explain the results of their desktop engineering work. This survey came about as a result of the recommendation from the LEO, LLC study. Mr. Watts emphasized that these are not sites that we are actively considering. The desktop analysis has some limitations and is not a geo-technical report like ones done when seriously considering a

land purchase. This is not a short list of sites. Mr. Thompson and Mr. Blanchard will present an overview, giving us an insight into some of the issues, and the environmental concerns to consider in the area they analyzed.

Mr. Thompson spoke first saying he wanted to confirm what Mr. Watts said. A desktop analysis is a fact finding process. They looked at various aspects in regard to these sites such as traffic. He added that the traffic analysis included the location of the nearest intersection, the average traffic count in the area; the likelihood of getting a full access driveway, and how easy it is to get to the site. Mr. Thompson added that they looked at surface soil information, such as infiltration and run-off calculations. He added they reviewed zoning requirements, the location of utilities and the implications of having to possibly run a sewer line to the site. He noted that this is not the time to make any recommendations on any particular site.

Mr. Blanchard then referred to the PowerPoint slides. He showed a map of the location of the five sites he reviewed as follows:

1. 1610583540 411 Ben Hur Road
2. 1610570009 5900 – 6000 Burbank Drive
3. 1320570083 636 W. Lee Drive
4. 1320570095 601 W. Lee Drive
5. 1320570093 1000 – 1100 Ben Hur Road

One additional site was studied which was the following:

6. 1430520782 – 1430520783 1112 Lee Drive

Mr. Blanchard noted that he used *Google Earth* to produce a 3-D model of each site. All of the sites are in flood zones. He also said the retention ponds would allow one to mitigate the fill brought in to elevate the sites.

Analysis of Site 1610583540 yielded the following observations:

- Unlikely to obtain full access drive along Burbank Drive,
- Will only allow for 1 right in and 1 right out access drive,
- Limited area available for desired parking and stormwater retention area,
- Space restriction and base flood elevation (B.F.E.) consideration will require importing mitigated fill to elevate the site.

Mr. Thompson then said that for illustration purposes each site shows a rendering of a 15,000 square foot building with 90-100 parking spaces. The site just discussed is on approximately 2.3 acres of land.

Mr. Blanchard then discussed Site 1610570009 at 5900-6000 Burbank Drive.

Analysis of Site 1610570009 yielded the following observations:

- Unlikely to obtain full access drive along Burbank Drive,
- Will allow for 2 right in and 2 right out access drives,
- Adequate area available for desired parking and stormwater retention area,
- Excavated material from retention pond should offset majority of necessary fill required to raise the site above base flood elevation (B.F.E.).

Site 1320570083 at 636 W. Lee Drive was discussed next.

Analysis of Site 1320570083 yielded the following observations:

- Full access drives along Lee Drive likely available,
- Adequate area available for desired parking and stormwater retention area,
- Excavated material from retention pond should offset majority of necessary fill required to raise the site above base flood elevation (B.F.E.).

Site 1320570095 at 601 W. Lee Drive was discussed next.

Analysis of Site 1320570095 yielded the following observations:

- Full access drives along Lee Drive likely available,
- Adequate area available for desired parking and stormwater retention area,
- Excavated material from retention pond should offset majority of necessary fill required to raise the site above base flood elevation (B.F.E.).

Site 1320570093 at 1000-1100 Ben Hur Road was then discussed.

Analysis of Site 1320570093 yielded the following observations:

- Full access drives along Nicolson Drive likely available,
- Adequate area available for desired parking,
- An existing stormwater retention area is onsite that may be expanded to accommodate additional volume requirements,
- Excavated material from retention pond should offset majority of necessary fill required to raise the site above base flood elevation (B.F.E.).

Mr. Blanchard noted that the scope of this study did not look at the suitability of the foundation soils. He said it may be required to import fill soil. He added that they only looked at bringing in fill to raise the site above the base flood elevation. Mr. Blanchard also said bringing in fill would require mitigation.

The additional Site 1430520782 – 1430520783 at 1112 Lee Drive was reviewed.

Analysis of Site 1430520782 – 1430520783 yielded the following observations:

- 1 full access drive along Lee Drive likely available,
- Limited area available for desired parking and stormwater retention area,
- Space restriction and base flood elevation (B.F.E.) consideration will require importing mitigated fill to elevate the site.

Mr. Blanchard noted that the site falls off fairly significantly and would likely require significant importing of fill.

Mr. Thompson said one of the drawbacks of this site is the layout of the parking lot. There is a considerable distance to the building. Also they factored in space for a drive-up window and covered drop-off lane. The parking lots for the other sites surround the building making the distance to the building shorter.

Mr. Thompson also noted that since they knew wetlands were located on these sites, and even though that was beyond their scope of work, when they chose the location of the renderings of the buildings on the sites to minimize the amount of mitigation that would be necessary. He added they also tried to place the building at the corner of an intersection to enhance the visibility of the library, and at the corner of a site, so that only a portion of the entire site would not need to be purchased.

Mr. Thompson asked if there were any questions. Mr. Watts said he appreciated their study. He said this was a very general analysis and scenario for each. The engineering team tried to make wise choices such as the replacement of a building on a lot. For some of the properties we would use the entire lot, but for others we would only purchase part of the entire site. Mr. Watts noted that they looked at retention ponds that would collect the water. This is one of the least expensive ways to manage stormwater runoff. But he added that are also detention ponds that hold the water and then release the water at a later time. That could also be a solution or a combination of both.

Mr. Thompson agreed. He said detention ponds would be a little more elaborate and cost a little more. He added that they took a more conservative approach.

Mr. Watts said what the report illustrates is that all these sites are developable. Some are more challenging than others. The presence of hydric soils on all the sites, and the fill required from the same drainage area need to be considered. Mr. Watts noted that the study did not look at the entire range of ways to develop a site. For example, we might decide to terrace a site. He added the study used deficiencies of each site as a guideline; what is the best way to use a site, and to provide the best access to that site.

Mr. Woodard said he had some questions. He said they did not show any boundaries of wetlands on these sites. He asked if that was because there were none, or because they did not look at this. Mr. Thompson said for most of the sites, wetlands were not in the site plan. He noted that one of

the sites was almost entirely wetlands. Mr. Thompson said defining the boundaries of the wetlands was not in their scope of work.

Mr. Watts said we do have a wetlands assessment which is a desktop analysis and windshield survey completed by C-K Associates. They found some questionable wetlands areas.

Mr. Woodard then asked if SJB Group did a cost analysis regarding required fill mitigation on these sites so we understand the real cost of developing these sites. Mr. Blanchard said they have a volume calculation for each site so they know how much mitigation is needed, but there is no pricing on the mitigation. Mr. Woodard then said we need to know that cost in order to be informed when deciding on the purchase of a site.

Mr. Watts replied that the amount of fill required is in SJB Group's analysis. Mr. Blanchard agreed that this information is listed under *Constructability* for each site analyzed. Mr. Woodard asked if it was assumed that the soils on the site are usable or is it assuming all off-site mitigation. Mr. Blanchard said for their scope of work they were only looking at mitigated fill. He said the pricing would depend on the fill available in that area.

Mr. Woodard asked the question in another way. He asked if we used the soil from a pond on site to build up the elevation of the pad, and the dirt is not suitable, do we need to get mitigated fill from somewhere else. Mr. Blanchard replied if there was enough fill on site, and it wasn't suitable, you could export it and import suitable soil, but it wouldn't need to be mitigated.

Mr. Woodard said he had a task for Mr. Watts. He said for himself and some of the other Board members it would be helpful to present in a matrix format a number of factors for each site. It would help the Board to understand and compare each site without having to go through each report and try to remember the details given. Mr. Watts replied that they could do that. He said there is one site he does not think they are going to want to consider because it's too far south down Nicholson Drive. He added he doesn't mind doing this chart, but the purpose of this report was to help the Board determine if they wanted to consider this part of the parish. He asked does the Board want to consider sites north of this area, maybe settling on a small site with a different kind of library facility. There are some sites on Perkins Road that are only 1 or 1½ acres in size. We would not be able to build a 12,000 – 15,000 square foot branch there, but rather an 8,000 – 9,000 square foot building. Mr. Watts said that is what he'd like to see the Board address. But he agreed that he can produce a site comparison chart for the Board. But Mr. Watts noted that he did not want to devote a great deal of time to this because in reality, only one or two of the sites might be possible. He added that they might find an additional one or two sites closer to Lee Drive or Burbank Drive closer to the traffic flow.

Ms. Payton said that what Mr. Woodard has requested is not unreasonable. It is similar to the spreadsheet the staff created with the 20 possible sites for a south branch. She also said the staff can put the data for these sites into a useful spreadsheet for the Board's review.

Mr. Woodard then said this discussion about building a branch for the southern portion of the parish, brings up the premise of what does the Library system need. He said some people say the Library has enough facilities. He added that the Board needs to find out from the citizens what

they want in this portion of the parish today and not 5 or 10 years ago.

Ms. Freeman replied that a branch library in the southern portion of the parish was promised to the citizens and voted on by them in the millage renewal election of 2005. Mr. Woodard then said that this is the time to consider whether this branch should be built before the millage renewal election in 2015. He noted that some people want the Library to lower the millage rate for the 2015 renewal election.

Mr. Jacob asked about the millage renewal in 2005, and whether the public voted for the construction of a branch library in the southern portion of the parish. Mr. Watts replied that the proposition on the ballot did not specify the construction of a branch for the southern portion of the parish. However, the proposition included the maintaining and operating of the Library system including improving Library services and purchasing land and constructing new library facilities. He added that a branch for the southern portion of the parish was promised during the election campaign.

Ms. Husband agreed with Mr. Watts. She said we did not specify the location or size; just a branch for the southern portion of the parish.

Mr. Berry said he wanted to respond to Mr. Woodard's comment about reconsidering if a branch should even be built in the southern portion of the parish. He said in 2002 the Board started the search for property for a southern branch. In 2004 two doctors donated a site off Burbank for the branch with a stipulation that the building would be completed within five years of the date of the donation. In December of 2009 the Board turned down the site in an area where the Board is looking now and will need to spend money.

Mr. Berry then asked if the images that Mr. Thompson and Mr. Blanchard showed today are going to be placed on the Library's website. Mr. Watts replied no. Mr. Berry asked how many sites are under consideration. If the number has changed, he said he'd like to know that. Mr. Watts replied that possibly we haven't made this clear. He again said the sites on Burbank and south are not under direct consideration. They haven't been under consideration. These sites were selected by LEO, LLC as possible available areas. Mr. Watts noted we have not spoken to any property owners about purchasing these lots. SJB Group has done their desktop analysis on the sites that LEO, LLC suggested giving us a report of what types of issues exist in this area. There were concerns about soils, wetlands and drainage in that area. So these are what SJB Group studied. Mr. Watts said the one site off Bennett Drive has been looked at and we have spoken to the property owner. Ms. Freeman said that was the 6th site in the presentation today.

Mr. Watts again emphasized that since these sites are not being actively pursued and the owners have not been approached regarding a purchase, it would not be appropriate to post these on the Library website.

Mr. Landry asked if the site across from Lee High School is still being considered. Mr. Watts said until a site is chosen, it will not be posted on the website. Mr. Landry also said that now that the SJB Group study is completed it doesn't appear these sites are acceptable. Ms. Freeman replied that after the LEO, LLC presentation, the Board decided they needed more information

about these areas in the southern portion of the parish.

Mr. Landry then asked about the terms “right in” and “right out”. He also asked about considering a median cut for a turning lane in the median. Mr. Watts said that is one point that we discussed, including the time and expense to provide such a turning lane. Mr. Thompson said it is important to explain the difference between a site identification and a site consideration. He noted that one needs to identify what is available before one can consider a purchase. The purpose of the SJB Group analysis was to identify what is available, and what meets the Library’s needs. Once those details are known, then pursuing a property and making an offer are the next steps.

Mr. Thompson explained what a “right in” and “right out” mean. A “right in” means one can only enter the property with a right turn. A “right out” means one can only exit the property with a right turn. He also said that at some of those sites a median cut could be constructed allowing for a left turn, but that would increase the cost of the property. At some of those sites because of the location of the property near another median cut, an additional median cut would not be allowed.

Ms. Freeman asked if there were any other questions. Ms. Wascom said some of the sites are adjacent to large LSU apartment complexes. So as the Board goes to the tax payers asking them to support another property tax renewal, if the library branch is on those sites, it looks like an adjunct to LSU. She added she understands how difficult it has been to locate a site, but she would like to see the selection of a site in a neighborhood starting from City Park.

Ms. Wascom noted that when she worked for the Library, patrons would tell the staff if the Library did or didn’t do something, the public would not vote to renew the tax. The staff felt very concerned. She said she discovered that the vocal patrons who are against the Library tax do not speak for all of the public. Many support the Library, but never talk about it.

Ms. René Singleton, a member of the public, said that she graduated from LSU. She said the university closed their library on game day. She asked how game day would affect a branch library built near LSU particularly with all the traffic. Mr. Watts replied that was a good question. He said that is a consideration, and it may be necessary to close at such a time. He noted that because of the way the River Center Branch is configured we may close a little earlier if there is going to be a big event in Town Square. He also noted that the Baker Branch is closed for their annual Buffalo Festival.

Ms. Freeman asked for any further public comments. There being none, she asked for comments by the Board, Item VII.

VII. Comments by the Library Board of Control

Mr. Jacob wished everyone Happy Holidays, and a Happy New Year.

Ms. Freeman said she wanted to congratulate the Library for winning the ENR award for the best building and best governmental building in this region. She said Ms. Payton, Mr. Bardwell and she were discussing how long it had been from the first discussions of building a new Main Library to the construction of the building. Ms. Freeman said she wanted to thank our patrons for their patience through this long year.

There being no further comments, and with no further business, the meeting was adjourned at 5:25 p.m. on a motion by Mr. Jacob, seconded by Mr. Bardwell.

Ms. Tanya Freeman, President

Mr. Spencer Watts, Library Director

DATE: December 11, 2014
TO: Library Board of Control
FROM: Spencer Watts
Library Director
SUBJECT: Construction Report

Goodwood Main Library

Steve Jackson, architect with Cockfield Jackson Architects reported the following on December 10, 2014 for The Library Design Collaborative on the Goodwood Main Library.



CONSTRUCTION REPORT

DATE: December 10, 2014

PROJECT: Independence Park Main Library
REPORTED BY: Stephen P. Jackson, The Library Design Collaborative

OBSERVATIONS:

- 1) The Monthly Owner's Meeting was held on November 20, 2014.
- 2) The entire facility is open for public use.
- 3) The digital display board at Goodwood Boulevard is installed.
- 4) The closeout documents are being prepared.

UPCOMING WORK:

- 1) The installation of the digital display at the meeting room is scheduled to be completed next week.



Looking across the Plaza at the Library.



Looking from the roof to the Plaza.



Looking from the southern roof garden to the new Goodwood parking area.



Looking east toward the Goodwood Boulevard monument sign.