

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  
APRIL 21, 2016  
4:00 P.M.

PLEDGE OF ALLEGIANCE

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 17, 2016

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORTS

IV. OTHER REPORTS

- A. RIVER CENTER BRANCH LIBRARY
- B. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS
- C. MISCELLANEOUS REPORTS

V. OLD BUSINESS

- A. UPDATE ON SEARCH FOR A SITE FOR A SOUTH BRANCH LIBRARY BY REAL ESTATE BROKER AND CONSIDERATION FOR EXTENSION OF THE BROKER'S AGREEMENT- MR. SPENCER WATTS

VI. 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

April 21, 2016

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, April 21, 2016. Ms. Kizzy Payton, President of the Board, called the meeting to order at 4:00 p.m. Members of the Board present were Mrs. Martha Guarisco, Mr. Jason Jacob, Ms. Terrie Johnson, Mr. Logan Leger, Mr. Donald Luther, Jr., and Ms. Kathy Wascom. Also in attendance were Mr. Spencer Watts, Library Director; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; and Ms. Sonya Gordon, Library Public Relations Coordinator. Mr. Bryan Foreman, and Mr. Michael Smith, both Library Network Technicians I; Captain Blair Nicholson, of the East Baton Rouge Parish Sheriff's Office; Ms. Kathryn Juneau, real estate broker with Sperry Van Ness/Graham, Langlois & Legendre, LLC; Mr. Steve Hardy, reporter with *The Advocate*; Mr. Randy McAllen, videographer for Metro 21; and one member of the public also attended.

Ms. Payton asked Mr. Leger to lead the Pledge of Allegiance to the Flag.

Ms. Payton asked Ms. Zozulin to take the roll which she did.

Ms. Payton asked for the approval of the minutes of the regular Library Board meeting of March 17, 2016. Mr. Jacob made a motion to approve the minutes, seconded by Mr. Leger and approved unanimously.

### **III. Reports by the Director**

#### **A. Financial Reports**

Ms. Payton asked Mr. Watts to present the reports. Mr. Watts asked Ms. Pinsonat to make the financial report. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances through March 31, 2016 show operating expenditures are \$6,820,853.49 or 15.72% of the operating budget. Through March we should have spent no more than 25% of the operating budget.

Cash collections from Property Taxes for 2016 remain positive, as we are approximately \$907,000 and 2.32% ahead of 2015.

Ms. Pinsonat asked if there were any questions about the financial statements. There were none.

Ms. Johnson arrived at 4:07 p.m.

## B. System Reports

Mr. Watts asked Ms. Stein to give the systems report. She began her remarks by saying that we had a wonderful National Library Week. The Library received compliments from patrons, and positive statements on social media. One patron even wrote letters to staff members thanking them for excellent services at branches and with the bookmobiles. We had a great deal of activity during National Library Week, but it was the same type and level of activity that we have every week of the year.

Ms. Stein then gave the system reports. The following are highlights of the *Around the Parish* report:

- Study rooms are under construction as part of the renovation of the Bluebonnet Regional Branch Library. These rooms will soon be ready for patron use.
- Study rooms were added where the Teen area was located. This was made possible because the Genealogy Department moved to the Main Library and Teen Services moved to the former Genealogy Room.
- *Authors Row* will be held at the Jones Creek Regional Branch Library on April 23<sup>rd</sup> from 2:00 – 5:00 p.m.
- Forty Louisiana authors will be present to discuss and autograph their books. Some authors are new to *Authors Row*, some are independently published and we even have a 6 year old author.
- Huey Long, a.k.a. Frank X. Mullen, a Chautauqua performer, helped the Library kick off National Library Week.
- Dr. Richard D. White, Jr., author of *Kingfish: The Reign of Huey P. Long* will speak at the Main Library on Saturday, April 23<sup>rd</sup> at 7:00 p.m.
- *Red Stick '16 International Festival* will be held at the Main Library on Saturday, April 30<sup>th</sup>.
- The Kids Lab, the Making Expo and a screening of the movie, *Star Wars: the Force Awakens* will be held at the Main Library as part of the *Festival*.
- Makers will demonstrate their creations in the large meeting room. Arduino classes will be held on the second floor.
- In Teen Services teens will participate in a variety of activities such as makey makey, and squishy circuits. The Star Wars Millennium Falcon model is on display in Children's Services.
- *Touch a Truck* is a new interactive event for Baton Rouge to be held on Saturday, April 30<sup>th</sup> at the BREC Fairgrounds. It is sponsored by the Junior League and will display all types of trucks.
- The Library is getting ready for the Summer Reading programs which begin at the end of May. The themes are *Check Meowt Read Something Groovy* for children; *Get in the Game READ* for teens; *Exercise Your Mind READ* for adults.

Ms. Stein said that people think of taxes and tax returns in April. The Library hosted the AARP Tax Aide for senior citizens at the Main Library and at several branches during the day. We also hosted VITA (Volunteers in Tax Assistance) on the weekends and in the evenings. At the Jones Creek Regional Branch Library VITA filed more than 200 returns while at the Main Library. AARP Tax Aide filed more than 360 returns. We are happy to sponsor this type of service because so many of our patrons depend on this assistance.

Ms. Stein noted that the Library will host the Registrar of Voters for Voter Registration Week in May. Every branch will have a registration table in their lobby with representatives from the Registrar's Office.

Ms. Stein asked if there were any questions from the Board. There being none, Ms. Payton read Item IV, A, and asked Mr. Watts to report.

#### **IV. Other Reports**

##### **A. River Center Branch Library**

Mr. Watts discussed the River Center Branch project. He announced there is really good news. City-Parish issued a request for bids for the construction of the River Center Branch. The bid submission date was April 7<sup>th</sup>, and the bids were opened on that date. It was a very competitive bidding process. We were very pleased that the low bid was \$14,564,000 which is under the \$15,100,000 budget for construction. This means the project is on budget. The bid will be awarded by the Metropolitan Council at their meeting on Wednesday, April 27<sup>th</sup>. The low bid was submitted by Buquet & LeBlanc with a number of other bids also below budget. The bids were reviewed by DPW and City-Parish Purchasing. Our project team headed by Mr. Jim Frey, Special Projects Architect in City-Parish Architectural Services, did excellent work putting together the bid documents and bid package. The architectural team of WHLC Architects and Schwartz Silver Architects reworked some parts of the structural design of the building such as the amount of steel to be used in the building, and this was vital in keeping the project within budget.

Mr. Watts then mentioned that there are several logistical issues involving this project. The temporary space for the River Center Branch while the new building is under construction needs to be readied for the Library's occupancy before items can be moved there.

There is also the issue of the disposal of surplus items in the River Center Branch. Some items that are old and broken will not be used by the Library. By law these must be offered for sale to the public.

These two issues will increase the timeline by five or six weeks. Mr. Watts said our staff is working with these other departments to minimize any delays in the commencement of construction. He reminded the Board that before construction is begun, remediation, and demolition of the building must occur.

Mr. Watts added that our staff has done much work in preparation for vacating the old River Center Branch. He said Ms. Husband has worked with Ms. Allison Cooper, Branch Manager of the River Center Branch, and her staff to move some of the collection to other locations. The fourth floor is now vacant.

Mr. Watts asked the Board if there are any questions about the River Center Branch. Ms. Wascom asked what would be done with the surplus items. She wondered if these could be stored somewhere. Mr. Watts said that the contingency plan is to move these items to another location for the sale. The City-Parish Purchasing Department will need to give us permission to do that. We could also store the items until we can have a sale, but we would prefer not to do that.

Ms. Wascom then asked about the new books for the River Center Branch. She said she thought the Library bought new books and stored them when a new branch was under construction. Mr. Watts replied that we have a collection development plan for this. Since we will have a temporary location, we will buy high turnover, high demand books for the temporary branch. For items that are collection builders, we will buy those and store them in the storage unit that we are leasing. They will be integrated into the collection when the new building is completed.

Ms. Wascom asked if there will be a special collection in the new River Center Branch. Mr. Watts said the grants collection and business collection will remain there. He noted that this branch will focus on new technology, learning and developmental experiences, and content that is not print. It will be one of our most active learning facilities. There will be a large, fluid learning stage throughout the building.

Ms. Payton asked for any comments from the Board. There being none, she then read Item B.

## **B. Maintenance Report and Additional Capital Projects**

Ms. Husband gave an update on the major maintenance projects. She said the Scotlandville Branch Library flooring preparation work was finished and the contractor was ready to start the installation of flooring when they realized they did not have enough material to complete the project. They have re-ordered more flooring and hope to begin the installation in Children's Services on April 25<sup>th</sup>.

Ms. Husband then talked about the renovation project at the Bluebonnet Regional Branch Library. She said the furniture has been installed in the AV area and in the large conference room. She added we also have three small study rooms in this area. Work needs to be completed on the ceiling panels using a lift. Once this is done, the area can be opened for patron use. One wall in the display area leading to the meeting rooms has been completed. The Marlite panel slat wall for the other display wall was ordered and will be installed when it is delivered. The Circulation supervisor has moved into his new office. There are some punch list items that need to be corrected which are standard in a renovation project. The Library's IT staff are installing data lines at the public computer tables in the AV area. The panelite which will finish

the renovation into the new Children's Services entry way should be shipped April 22<sup>nd</sup>. The installation of this light panel is scheduled for the beginning of May.

There were a few outstanding punch list items in the maker space in Teen Services that have been addressed. In the Teen and AV area the countertops need to be replaced because of some slight defects. The replacement tops have been ordered.

Ms. Husband then told the Board that the Library Facilities staff moved some compact shelving from the Delmont Gardens Branch and the Jones Creek Regional Branch Libraries to the Outreach facility at 3434 North Boulevard. This enabled the staff to create small study rooms at Delmont Gardens and Jones Creek. She added that we are slowly adding to the number of study rooms that we have throughout the entire system. These rooms are in demand by our patrons and are filled quickly when they are created. We see heavy usage especially on Sundays.

Ms. Husband noted that the materials for the Carver Branch Library roof project were delivered, and the equipment has been staged. She said the work is ready to be started.

The Greenwell Springs Road Regional Branch Library roof replacement project was started in March and is about 75% complete. We experienced a couple of leaks during the roof installation, but those have been corrected by the contractor. This project should be finished in a couple of weeks.

The contractor has made site visits to the Baker, Delmont Gardens, Eden Park, Scotlandville and Zachary Branch Libraries in preparation for the exterior lighting project. We are now in the design phase of the project.

Ms. Husband noted that the Library staff met with DPW Architectural Services and with the architect from Bradley Blewster to review the scope of work for the exterior building project at the Baker, Carver, Delmont Gardens, Eden Park, Greenwell Springs Road Regional, Scotlandville and Zachary Branch Libraries. We discussed making some revisions to the scope of work which the architect for the project is now completing. Once the revised scope of work is approved, the project can be bid.

We are working on specifications for the flooring replacement in the meeting rooms at the Central and Pride-Chaneyville Branch Libraries.

Ms. Husband asked if there were any questions from the Board. There being none, Ms. Payton moved on to Item C and asked Mr. Watts to report.

### **C. Miscellaneous Reports**

Mr. Watts said he wanted to mention following Ms. Husband's report that some of the maintenance efforts improve appearances and provide a face lift, but because we have a well thought out capital improvements plan and the resources to carry out the plan, our goal is to keep all of our facilities updated. Our branches get a lot of good use, so at times we need to replace worn items. It is a wonderful problem to have. Updating our facilities keeps our libraries strong and inviting.

Mr. Watts announced that it is time for the preparation of the Library's proposed budget for 2017. Our staff has already begun working on their budget projections and requests. The Library Administrative staff will review these requests over the next couple of weeks. We must meet the City-Parish budget timeline set by the Mayor and the Finance Department. Before the Library staff can submit our proposed budget to the City, we must present a draft budget to the Library Board for your approval. Mr. Watts said that in order to accomplish this, we usually have a budget work session. The work session generally takes two to three hours, and we appreciate the time and effort that is required of the members of the Board. He added that he thinks this year's session will take at least a couple of hours depending on Board questions and comments. He then noted that we could have a work session on July 9<sup>th</sup>. This is a Saturday, and we have had sessions on Saturdays in the past. However, last year our session was held on a late afternoon/evening during the week. The problem this year with the Saturday session is that it is at the end of the Independence Day holiday week, so there may be travel conflicts. We could have the session on Saturday, July 16<sup>th</sup> which would be the absolute last possible day since the Library Business Office staff will need time to make any Board changes in preparation for the approval of the proposed 2017 Library budget at the July 21<sup>st</sup> regular Board meeting. Mr. Watts noted that another possibility for the work session would be the evenings of July 11<sup>th</sup> through the 15<sup>th</sup>. He said the date for the work session is up to the Board. He added that if we can settle on a date by the May Board meeting that would be good. Mr. Watts asked if the Board would like the staff to do a poll. Ms. Payton replied that Ms. Zozulin usually conducts the poll. She asked that this be done next week.

Mr. Watts then mentioned that the scope of work for the branch assessment/renovation projects for the Jones Creek and Greenwell Springs Road Regional Branch Libraries have been submitted to the City-Parish Architectural Services Division. Mr. Jim Frey has been out of the office for two weeks. Upon his return, the scope of work will be reviewed, and adjusted as needed to complete the work. Once this review is finished, the selection of an architect to design the project plans can begin.

Mr. Watts then announced that all of the final reviews have been completed and the Main Library has received LEED Silver Certification. The Board members applauded this very good news. Mr. Watts noted that the process for the certification was long and detailed. He said that many good outcomes occurred for the Main Library because of the effort to obtain a LEED certification. The inspection process led to a clean building during the construction phase. Trash, construction debris, and other materials were not left in walls. These types of items can

cause “sick building” problems after the construction is complete. The energy saving processes are also great. He added that it is good to see this certification completed.

Mr. Watts added that we can follow some of the sustainability processes in the LEED certification for the Main Library as we construct the River Center Branch. Mr. Watts noted that some of the points that can be given for LEED certification are beyond the Library’s control such as the number of bus routes near the facility. There is a bus shelter near the Main Library and we supported its continued location there. Patrons do come to the Library when they use the bus stop on the other side of the park.

Mr. Watts then discussed the paver replacement project for the Main Library. He said DPW’s attempt to get quotations/fax bids for the work was rejected. DPW is now working on getting new bids which are due by May 6<sup>th</sup>. After that date we will know if there is a contractor who can replace the pavers with smooth concrete at the entrance to the Main Library. This change will assist our handicapped patrons to more easily and safely enter the facility.

Mr. Watts told the Board that the bioswales are functioning better. One of our projects in the near future will be to correct the ones that continue to have a water retention problem. The sock drains will be replaced so that water can move more efficiently.

He added that we are working on improving the lighting controls for the Main Library. We have submitted a request to the City-Parish Purchasing Department for a lighting assessment study.

Mr. Watts briefly summarized the ongoing improvements at the Outreach Building. He said the carpet and baseboards have been installed. The epoxy painting of the flooring should be completed by May 2<sup>nd</sup>. The Library’s IT staff has been coordinating data and phone line installation. This building will be available if we need to temporarily store some materials from the River Center Branch. We are pleased that we have the Outreach building to assist us to meet the needs of our patrons. Mr. Watts complimented the Library’s IT staff and Facilities Maintenance staff for their excellent work on the Outreach building.

Mr. Watts then announced that the first Recycled Reads book sale will be held on April 30<sup>th</sup> at the Outreach building on North Boulevard.

Mr. Watts also informed the Board that we have implemented automated messages to remind patrons that their library card needs to be renewed within 30 days of the notice. So far we have gotten a good response from patrons. After a couple of months we will be able to see how effective this process is.

Mr. Watts asked if there were any questions on the miscellaneous reports. Ms. Wascom asked if the River Center Branch construction will incorporate LEED principles. She also asked if sustainability and energy saving principles will be used as we renovate the various branches. Mr. Watts replied affirmatively. He noted that in the design of the new River Center Branch the sun studies that were done are very much in line with LEED principles. The way windows are positioned, and whether shades are installed to deflect the sunlight in order to control energy

consumption are part of LEED concepts. Lighting controls in rooms are set to turn off lights automatically after a period of time with no motion in the room.

Ms. Payton said we are not going through the formal LEED certification process for the River Center Branch. Mr. Watts agreed noting that we learned much from the formal LEED process at the Main Library. We are now able to apply these principles in our new and our renovated facilities.

Mr. Watts added that in reviewing the bid documents for the River Center Branch, staff added numerous comments and made adjustments to the specifications. Attention to detail is an important part of the LEED process, and incorporating sustainable and energy-saving components is at the heart of the process. We made a conscious decision not to make formal LEED certification a part of the construction process. This process is very costly. Mr. Watts said the Library staff has gained much knowledge about the key LEED principles during the construction of the Main Library. He added that most of the architects today are now very knowledgeable about LEED principles and have incorporated them into their design work. He added even if one does not have a commissioned LEED process, one can still use LEED principles in new construction projects.

Mr. Watts also said LEED principles are harder to incorporate into renovation projects. Ms. Husband noted that at the Bluebonnet Branch, the lighting is automatically controlled in the renovated areas. She also said that as the exterior lighting projects were completed, energy saving LED lights were installed. We also typically site buildings to minimize the effects of sun exposure inside the building. The types of carpeting and furniture are studied for sustainability features. Ms. Husband said much of what we are doing follows LEED guidelines even though we are not officially engaging a commissioning agent for the project.

Ms. Wascom then said that the Library is using what we learned from the construction of the Main Library to build and renovate energy efficient facilities. Mr. Watts agreed. He said LED lighting is energy efficient and does not need to be replaced as often as other types of lights. Today furniture and other materials made with recycled products are very durable and attractive.

Ms. Payton asked for any comments by the public on any of the reports. There were none, so Ms. Payton read Item V, A under Old Business.

## **V. Old Business**

### **A. Update on Search for a Site for a South Branch Library by Real Estate Broker and Consideration for Extension of the Broker's Agreement – Mr. Spencer Watts**

Mr. Watts said Ms. Kathryn Juneau, real estate broker with Sperry Van Ness/Graham, Langlois & Legendre, LLC is present at this meeting today. Mr. Watts noted that the contract with the brokers was not signed by all of the parties until November of 2015. The brokers had done some work in November and December, but by mid-December most property owners were not responsive and did not wish to have further discussions until January. The initial contract with

the brokers was for a 90-day period. There is a provision in the agreement for an extension of the contract. Mr. Watts added that the Library staff's opinion is that the brokers have done good work for us and can still do additional investigations for the Library. He asked the Board if they would like to extend the contract with the brokers.

Ms. Payton asked for comments from the Board. Ms. Wascom said she would like to see an extension of the contract. Mr. Luther seconded that motion. Ms. Payton asked if there were any questions or comments on the motion.

Mr. Leger asked for the length of time for the extension. Mr. Watts replied that the extension could continue for up to a year from the date the contract was signed. Ms. Johnson asked if there is an additional cost to which Mr. Watts said no. He added that in this process the brokers can hopefully find us a site. Then they would receive a commission from the seller. Ms. Payton noted that even though we could extend the contract for up to one year, we are striving to find a site as soon as possible. Mr. Watts said that the brokers understand our sense of urgency.

Ms. Juneau said typically commercial land sales take a little longer than residential sales. She cited one that took 1½ years. She said in Baton Rouge such a commercial sale could take as long as 2½ years. Ms. Juneau told the Board that if they wish to extend the contract for 90 days at a time up to one year, the brokers are agreeable with this arrangement. She added that they are working diligently. They have found many properties in their searching, but many are not interested in selling. Ms. Juneau added that they are persistent and do not get discouraged. She added that they are enjoying working with the Library, and are honored to assist in finding a site. She said they would like to continue working with the Library. However, the decision is the Board's to make.

Mr. Leger then said if we extend the contract, it should be extended for 90 days which was the term of the initial contract. Mr. Watts said the way the contract is written, we don't need a vote. However, for convenience, that may be the easiest way to get a consensus of what the Board wants to do. Mr. Watts suggested that the Board extend the contract for a little longer than 90 days. If, for some reason, we wished to stop the search, there is a 30-day clause in the agreement for that. He asked them to consider an extension of 180 days.

Ms. Juneau noted that a good way to look at this is that if they found a site, it would take at least 60 days for the negotiations of the purchase agreement between a government entity and a seller. Attorneys will need to review the agreement. Then they would need at least 90 days for due diligence. She added that there is the 30-day clause should the Board wish to terminate the agreement.

Ms. Payton asked for public comments. Mr. Jody Ruskin, a member of the public, said he is an architect, but is here as an interested party. He asked three questions of the Board. These were how important this south branch library is to the Board; how long did the Board look for a site on their own; and what kind of chance would the Board like a professional to have?

Ms. Payton replied that she will respond and then let the other Board members do so also. She said it is very important to her because it was a promise and a pledge made to the citizens of this

parish. She added that she does not believe it is something that we are ready to completely abandon. Right now we are trying to fulfill that promise. The citizens in that area deserve a library and they want a library. We are doing everything in our power to fulfill that promise.

Ms. Payton asked the other Board members for comments on the first question. There being none, Ms. Payton answered the second question regarding how long the Board searched on their own for a site. She said for at least a year, and then referred the question to Mr. Watts. He replied that the staff looked for at least two years. One of the former Library Directors, Mr. John Richard, was looking for a site 12 years ago. **[Note: It actually began in 2002, or 14 years ago.]** Mr. Watts continued that off and on there has been a great deal of investigation, and attempts to find a suitable site over the years. There has been a concerted effort over the last two years.

Ms. Payton and Mr. Jacob asked for a repeat of the third question. Mr. Ruskin repeated the question regarding how important it is for a professional to look for a site for the Library. He said the questioning is good because while the Board answers, they think about the process. He said the purpose of his questioning was to start some Board thought processes as far as the extension of the contract for 90 days or 180 days. Mr. Ruskin added that they need to think about the amount of time that this one item is taking, and the fact that this search has been repeated many times.

Ms. Payton agreed that it is a thought process, and that the Board has discussed this process among themselves and at Board meetings. They have asked when enough is enough. Do they consider other alternatives? Ms. Payton added that last month the Board considered alternatives if a traditional branch cannot be built. If a branch cannot be built, that is something the Board will need to address, as well as considering when the time has come to look at something else.

Ms. Wascom said she'd like to address Mr. Ruskin's questions since she lives in the service area and is a member of the civic association. She said since the Board has contracted with professional realtors, we have come up with some really creative ideas. We have new ideas to consider in order to make a decision. Ms. Wascom said as the Board discusses these sites and ideas, she informs the members of the civic association who really want a library. However, they do understand the difficulty of finding a site. She said at last month's meeting when we saw photos of unconventional libraries in unusual locations it was very exciting. Looking at those ideas, we can possibly find a way to open a south branch.

Mr. Leger said he has been in favor of a non-traditional branch for a while now. He added that this may be what has to be pursued because of the constraints of the area. Mr. Leger said he appreciates the work that Sperry Van Ness has put into their search. He said he is in favor of giving them more time to search. Extending the contract for another 90 days gives them a chance to come to another Board meeting with their ideas and searches. At the end of six months the Board should be able to determine whether there will be any additional sites to consider. Mr. Leger also noted that extending the contract beyond six months might be unnecessary.

Ms. Payton asked for additional comments. Ms. Wascom said she'd like the contract extended for six months because it is very difficult to search in this area and then to negotiate with land owners. It will not harm our situation if we extend the search for six months. There is the 30-day

clause if the process becomes too burdensome.

Ms. Payton then asked the Board who made the first motion to extend the contract. Ms. Wascom had made the motion and said she'd like the extension to be for six months. Ms. Payton then said Mr. Leger has made a substitute motion for 90 days. She asked if there is a second to Mr. Leger's motion.

Mr. Luther said he did not think he seconded the motion for 90 days. He added that this search has been going on for over a decade. He remembered when citizens tried to donate land to the Library off of Burbank Drive and West Lee, and then off Perkins Road. We accepted the donations and then returned them. This has been a very tedious process taking a very long time. He cited a personal property situation which was a cash sale and even that was delayed by six months. Mr. Luther said he would rather have the realtors continue searching until there is reason to give up the search or until the realtors find the perfect property with the perfect solution. Ms. Payton asked if Mr. Luther was saying there should be no time limit. He replied that the contract can be extended for up to a year, so the Board should agree to one year. He noted if we need to change our plans, we can give the realtors a 30-day notice.

Ms. Johnson said she is in favor of a six month extension versus one year. She said we owe the residents a complete due diligence. She would like the six month extension, rather than 90 days. At the end of that time the Board can assess what has been accomplished in order to find a site for a south branch location. Ms. Johnson also said we would get more information from an additional six month search.

Mr. Jacob said he likes the six month extension of the contract.

Ms. Payton then said she'd return to the substitute motion of 90 days. She asked for a second to that motion. There being no second, she said that motion fails. She returned to the original motion of 180 days by Ms. Wascom. She asked for a second to the motion. Mr. Jacob seconded Ms. Wascom's motion. Ms. Payton asked for vote. The motion passed unanimously.

Ms. Payton told Ms. Juneau that the contract will be extended for an additional six months. Ms. Juneau thanked the Board. She noted that watching the Board discuss the extension of the contract was very intense. Mr. Watts added a clarification of the vote to extend the contract. He noted that Ms. Patti Wallace, Director of the City-Parish Purchasing Division must approve this request for an extension of the contract. He said this is the Board's recommendation to which Ms. Payton agreed. Mr. Watts added that from his discussions with Ms. Wallace, he felt she would approve the extension of the contract. He said he will communicate with Ms. Wallace tomorrow. Ms. Juneau thanked the Board again.

Mr. Watts then said we would like to discuss with the Board the next course of action for finding a site. Last month the brokers showed the Board many sites close to or along the Perkins Road corridor. He asked if the Board would like to continue looking at those sites or would they like to expand the search. The brokers did show us one site which is a PUD on West Lee near the Lee Drive/Burbank Drive intersection. Mr. Watts said he sees the area around that intersection as high density housing, but retail/commercial development will also occur there. He asked, if

alternatively, would the Board like the brokers to explore along the Burbank corridor from a half to a mile toward the east. He added if we look to the West we get too close to LSU. Mr. Watts added the brokers could balance research between Perkins and Lee and Burbank. He said he is not in favor of the brokers looking too far to the south and east because it gets too close to the Bluebonnet Regional Branch.

Mr. Watts then gave the Board a map of East Baton Rouge Parish produced by the City-Parish Planning Commission. It features public facilities in the parish including all of the Library branches. The service area for each branch is circled, with the pink circle indicating the service area for a south branch library. This is a way to visualize how the branches are spread out. One can see that if we move too far to the southeast we run into the Bluebonnet service area. Mr. Watts said to get the best location with reasonable service for the south branch service area, one should go up or down along the Perkins Road/Burbank Drive/Lee Drive area. He added that this map is for the Planning Commission's projections. If the Library created a map similar to this, we might differentiate the size of the service area circles. For example, the Main Library service area would be twice the size of the service area on this map. Carver's service area might only be half the size of the regional branch on this map. Perkins Road and Kenilworth Parkway would be the boundaries north and east. Mr. Watts also said that on Burbank we should not go past Kenilworth and Staring Lane.

Ms. Wascom said we never discussed going further west. This area seems to be covered by the Carver Branch. She wondered about the Hundred Oaks/Zeeland Avenue area. She asked if it had been investigated or was that considered part of the Carver Branch service area. She added that people are looking for places that they can walk or bike to through the neighborhoods. This would be their ideal location. They are concerned about traffic congestion on West Lee and Burbank Drives. The residents have suggested several sites which Ms. Wascom communicated to the brokers. The owners of these properties were not interested in selling. She also asked why we are not looking near the Perkins Road overpass.

Mr. Watts replied that Stanford Avenue has been the boundary on the west for this branch location. He added that going further west is too close to the Carver Branch Service area. He also said that in the past when the Library looked further west we encountered some of the problems we encountered on Perkins Road; namely no sites or sites that were too small. Mr. Watts said he would like to narrow the search on the east and west sides so that we are not too close to the other service area.

Ms. Payton asked Mr. Watts if he wanted the Board to consider expanding the search. Mr. Watts replied affirmatively. He said Ms. Wascom is suggesting expanding the search in the northwest. He asked if the Board would like to look south of Highland Road to the Lee/Burbank corridor where commercial development is planned.

Ms. Wascom said she thought the Board should look at everything. If this is our last attempt we need to expand the search. She added when one lives in a particular area, one learns the traffic patterns, such as going from Southdowns to Trader Joe's, to the schools. The traffic seems to go toward Perkins Road, the Zeeland area, and Hundred Oaks. Ms. Wascom noted that there is no harm in looking further than the original boundaries because this may be where we find a site.

We can always turn down a site that's not suitable.

Ms. Juneau asked if the Board has any additional questions about the tracks of land that the brokers have presented. She said she went to Moss Side Lane to the house under construction. The contractor is adding two layers of foam insulation to mask the sound of the trains coming through. She also asked if the Board had questions for the owners of any of the tracts.

Mr. Leger said the one tract that interested him was the Rouzan site near Pollard Parkway. He asked if there were any further discussions about that site. Ms. Juneau said that last time they talked to Mr. Spinosa, he was interested in selling to them. He has worked with Mr. Justin Langlois on some other projects. She added that once the property is sold there will be certain plans that must be followed to comply with the parameters of the TND. However, the Board would have much more control over how the building is designed since we would not be in the middle of the TND. Ms. Juneau added that this was one of the big problems when the branch library was planned within the TND. She noted she did not have anything in writing. When a purchase agreement is drawn up, all of the details can be addressed in that document. She added that there will be a road that connects this property to the TND, and the Board will be required to pay their share of the cost to build this private road. Ms. Juneau added that Mr. Spinosa said there would also be a public road which the City would be responsible for. That road would connect to Glasgow. The private road would be in the back of the property.

Ms. Payton questioned the implications of requiring the building plans to comply with Mr. Spinosa's parameters. Ms. Juneau replied that this is typical in a subdivision. The architecture must follow a specified plan and design. Mr. Leger asked if this is typical. Ms. Juneau said yes citing some cities outside of Austin that are building overlays so that there is an architectural boundary for the entire city. She said Baton Rouge has not done this yet. In some ways this could be beneficial so that there is more uniformity. But she noted that Baton Rouge has zoning codes which do help. In regard to Rouzan, Ms. Juneau said the developer does not want, for example, a metal building constructed in the TND.

Ms. Payton asked about construction progress at Rouzan. Ms. Juneau said that they are building houses toward the back of the site. In front of the property near Perkins Road pilings were installed. But there has not been any further activity. She added that the developer has been waiting for the Planning Commission's decision regarding the 25 foot right of way. That has just been approved, so construction adjacent to Perkins should begin soon. Ms. Juneau also noted that the recent heavy rains causing very wet soil, have curtailed construction.

Ms. Wascom then said that the various citizens' groups in the neighborhood have been concerned that the Library would be required to abide by all of the restrictions of the TND. She added that we might not have total control over the library and the space around it. Ms. Juneau replied that when a developer wants to build a TND, the City requires a master plan for the entire property. The Rouzan master plan may have commercial construction near Perkins Road, then office space behind that and assisted living and residential construction at the back of the property. That plan is approved and in place, so that whenever a piece of property is sold, the buyer does not need to get zoning approval from the Planning Commission. It is already zoned correctly under the TND. The developer could go back to the Planning Commission if he wished to change the design of the

TND. Ms. Juneau said this arrangement is actually good for the Library. Any changes would need to be brought by the developer to the Planning Commission for approval.

Ms. Wascom then said that the various citizens' groups in the neighborhood have been unable to review the entire site plan for Rouzan. She said that in the commercial portion of the TND, no establishments with bars will be allowed. She noted if the Library were to consider that property near Pollard Estates which seems ideal when driving on Perkins Road, we must carefully review the requirements for any strings attached. Ms. Wascom said this is particularly the case since the Library has already been involved with property in the TND. She added that this is why she would like the Library to investigate other properties and other types of building designs.

Mr. Luther said he likes the idea of a non-traditional facility, and thinks the Rouzan site near Pollard is an ideal location. He added that's where people wanted it located. In regard to the price, the last time the Library dealt with the developer, he gave the Library the land. Mr. Luther asked Ms. Juneau if they asked Mr. Spinosa about a donation to the Library again. Ms. Juneau replied that they asked, but have not received a clear answer. Mr. Luther said he would like the brokers to ask again. If the Board does not need to spend the public's money for land that makes their job a lot easier. Ms. Juneau said that would be counterproductive since he donated land to the Library previously. She added that she thinks the only objection Mr. Spinosa might have is that the property fronts Perkins Road which is a prime piece of property. The prior donation was in the middle of the TND. She noted that many potential buyers have considered that site. Mr. Luther commented that the sites for houses seem to be selling. He needs to seed that development to get the rest of the TND built. Ms. Juneau said he needs an anchor to which Mr. Luther agreed. She said she would ask again about a donation of the property to the Library.

Ms. Juneau then reminded the Board that across Perkins Road is the Moss Side Lane property.

Ms. Juneau asked the Board if there are any more questions about some of the tracts that have been presented.

Ms. Wascom asked if there are any new properties that Ms. Juneau would like to show the Board. She said a homeowner off Stanford Avenue at the LSU lakes had contacted them. She said she has tried to speak with him again. However, he has not returned her phone calls. Ms. Juneau said when they began their work for the Board they were given the boundaries for the service area as Stanford Avenue, Perkins Road, Kenilworth Parkway and Burbank Drive. She then showed the Board a map of the location of the property on the lake. She said the tract is small and is in a curve in the road. Mr. Watts then said the issue when the staff looked at it was that the access road is poor. It is a very small, narrow residential street. A large house on the site would need to be demolished. He said he's not sure who owns the houses on either side. This property reminds him of the Bennett property located in the middle of a residential area. Mr. Watts noted that it did not seem feasible for several reasons; those being east of the Stanford Avenue boundary, and off a small residential street. He did say we considered it when researching all possibilities.

Ms. Payton asked if there were any additional questions about the tracts that have been presented thus far.

Ms. Juneau said after the March Board meeting she drove by all of the tracts they have presented to the Board. She said she needs to make a correction regarding something she said at the March meeting. She noted that the site off College Drive adjacent to the railroad tracks and behind the retail center has a very narrow one car access. It is 1½ acres and the owner is willing to sell the property to the Library. Mr. Watts asked if the brokers had presented this site to the Board. Ms. Juneau replied no, and that when they spoke with him a second time, he had some reservations. Mr. Watts noted that when we consider 1½ acres, a non-traditional building would need to be planned. A two story, 12,000 square foot building would be a possibility.

Ms. Wascom then asked about the site on Congress. Ms. Juneau noted that there are 15,000 square feet at the front of the property with a large hole at the back of the site. Mr. Watts said if we locate across the railroad tracks, he prefers this site over Moss Side Lane. Ms. Juneau agreed.

Ms. Wascom then mentioned the tract across from Kenilworth Parkway. Ms. Juneau said it is big enough, but the concern is the plan for a road being built through the property at a future date. Other than that the site would be a good one. Mr. Watts said the site is 2.79 acres, but if the road is built, it will cut the site by 30-40%. Also while the road is under construction there will be problems with access to the branch library. The back portion of the lot could disappear.

Mr. Watts then said he has already informed the Board, but he wanted to mention this at this public meeting. He spoke with the Parish Attorney about the “build-to-suit” or “design-build” concept that was discussed last month regarding the CSRS site. The Parish Attorney said this type of arrangement is prohibited by State law because it could be interpreted as a means to avoid the public bidding laws.

Mr. Luther asked the size of the site on Quail Run Drive. Ms. Juneau replied that it is one acre, and the price is \$1.1 million. She said it will sell eventually, but the owners are not pressed to sell at this time. Mr. Watts said the site has possibilities for a branch with high visibility.

Mr. Jacob asked about the property at West Lee and Burbank Drives. He said he thought we had discussed this property in the past noting that it was more land than we needed. Ms. Juneau said a movie theatre is planned for this area. There is also a grocery store in that area. She added that Victory is the name of the owner. The owner does not want to sell any of the property fronting on Burbank Drive. But they will sell a lot that is on West Lee Drive. Mr. Watts said it is not a TND. It is a PUD, a commercial property. Ms. Juneau said they would probably have some architectural guidelines for buildings in the PUD.

Ms. Juneau then discussed Stanford Avenue again. She asked if the Board would be interested in sites on the other side of Stanford. She said she doesn't see anything that is even a half acre. She mentioned that she can search for an assemblage of small properties to produce a suitable size lot. Mr. Watts suggested that the brokers look there and report back at the next meeting. Ms. Juneau asked for a street boundary in relation to the Carver Branch for this new search. Mr. Watts replied that the boundary will need to be a little arbitrary. Mr. Watts said he will look at a map and let Ms. Juneau know the new boundary. He added he does not want to waste the brokers' time for this search. He does not think they should go too far to the northwest. He asked Ms. Juneau to incorporate the areas Ms. Wascom talked about earlier. Mr. Watts also said

if a building is for sale that the Library can repurpose, that would be a consideration. Ms. Juneau pointed out some very small tracts in that area.

Ms. Johnson asked if we have a log of the comments we have made to the brokers about each site they have shown us. She said she is worried that we are repeating ourselves over the same pieces of land. She said we need to review a log of comments on each site and then consider how to eliminate the sites that will not work for us. Ms. Juneau said the brokers have notes that they have made from their conversations. She did say that after all the discussions with the Board the brokers feel that the Board is leaning toward the Rouzan site near Pollard and the Kenilworth Parkway site.

Ms. Juneau said she wants to know if there are any more questions that the Board would like to ask. She added that she will ask Mr. Spinosa if he would be willing to donate that site, and she will try to get a copy of the master plan for the Rouzan TND.

Ms. Juneau said the other option for the Board would be to go south on Burbank Drive. She asked how the Board members feel about sites on Burbank, and in which direction they wish to go.

Mr. Watts said he does not think the Kenilworth property is a very good prospect. It is at the very edge of where we want to build, and the use of it is too uncertain. He said he would not recommend considering it. Mr. Leger agreed.

Mr. Leger said he still has wetlands concerns on Burbank Drive. That is his reservation to that area. If we were to find property that is already mitigated, it might be acceptable. He added that he knows some tracts of land have been mitigated. But he doesn't think the Board wants to go too far south. Ms. Payton agreed with Mr. Leger.

Ms. Payton said she agrees with Ms. Wascom that we need to keep our options open and continue to search to see what may be available. Ms. Payton also agrees with Ms. Johnson that it seems we are repeating our comments without arriving at any conclusions. She suggested that possibly after we look at any new sites at the next regular Board meeting, we then have a special work session with the Library staff. They are the professionals and have gone through this site selection process many times. They can advise us. At this session we will really focus on sites that are viable, and eliminate the rest. We will then know which sites to pursue.

Ms. Juneau said she will send the Board everything on Perkins and Burbank that was discussed thus far. She said over the next two weeks she will search for new properties. Then we can meet to go over all these possibilities. She will have all the details including whether wetlands are present. Ms. Payton said that the Moss Side Lane and Kenilworth sites should be eliminated now. Ms. Payton said it's time for progress on this property search. Then we can talk to the citizens of that area to determine what they want. Ms. Wascom emphasized that the brokers should continue looking. Ms. Payton agreed.

Ms. Payton asked for any other comments. There were none.

**VII. Comments by the Library Board of Control**

Ms. Payton asked for comments from the Board. There being none, Ms. Payton asked for a motion to adjourn.

There being no further business, Ms. Johnson made a motion to adjourn, seconded by Mr. Jacob. The meeting was adjourned at 5:40 p.m. by unanimous vote.

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Ms. Kizzy A. Payton, President

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Mr. Spencer Watts, Library Director