

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
MARCH 17, 2016
4:00 P.M.

PLEDGE OF ALLEGIANCE

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF FEBRUARY 18, 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 BRIEF STAFF REVIEW OF UNCONVENTIONAL BUILDING SITES – 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

March 17, 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, March 17, 2016. Mr. Jason Jacob, Vice President of the Board, called the meeting to order at 4:03 p.m. Members of the Board present were Mrs. Martha Guarisco, Ms. Terrie Johnson, Mr. Logan Leger, Mr. Donald Luther, Jr., and Ms. Kathy Wascom. Absent from the meeting was Ms. Kizzy Payton. 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; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; and Ms. Sonya Gordon, Library Public Relations Coordinator. Ms. Rhonda Pinsonat, Library Business Manager was absent from the meeting. Mr. Bryan Foreman, and Mr. Michael Smith, both Library Network Technicians I; Ms. Kathryn Juneau, and Mr. Justin Langlois, real estate brokers with Sperry Van Ness/Graham, Langlois & Legendre, LLC; Mr. Steve Hardy, reporter with *The Advocate*; Mr. Frank Hillyard, videographer for Metro 21; and one member of the public also attended.

Mr. Jacob asked Mrs. Guarisco to lead the Pledge of Allegiance to the Flag.

Mr. Jacob asked Ms. Zozulin to take the roll which she did.

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

III. Reports by the Director

A. Financial Reports

Mr. Jacob 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 February 29, 2016 show operating expenditures are 4,291,232.37 or 10.43% of the operating budget. Through February we should have spent no more than 17% of the operating budget.

Cash collections from Property Taxes for 2016 remain positive, as we are approximately \$657,000 and 1.69% ahead of 2015.

Mr. Pierce asked if there were any questions about the financial statements. There were none.

Mr. Watts said the Library has made a request for carry forward funds in the amount of \$2.8 million. These are projects that have been approved and budgeted, but which have not been completed. There are several reasons for the delay; some are market driven while some take time to set up at DPW. These items look like a surplus in our budget, but actually the funds are committed to a project. Mr. Watts gave an example of the exterior improvements project at various branches. The project was budgeted in 2015, but the Metropolitan Council did not approve the design work until January 2016. This project will be completed this year.

B. System Reports

Mr. Watts said that Ms. Stein would give the systems report. But he said before she speaks Ms. Zozulin would briefly tell her story about what Outreach Services has meant to her and her friend.

Ms. Zozulin said that Mr. Watts and Ms. Stein have given her permission to speak briefly about Outreach Services. Last month the Board said they'd like to hear "the stories" about how the Library is helping and affecting patrons' lives. Her personal story is about her 91-year old friend who resides in an assisted living facility. Outreach Services visits there twice a month, and since she isn't able to get to the activity room where Outreach meets most of the residents, the Library staff comes to her room with books. The staff also spends some time visiting with her. Her favorite books are those about LSU football and anything about dogs. Ms. Zozulin said she appreciates that twice a month her friend is reminded that she is still a patron of the Library and can have library services even though she cannot come to one of the branch libraries.

Ms. Wascom asked Ms. Zozulin if the staff makes suggestions about books. Ms. Zozulin replied that they can, but that currently her friend wants books about LSU football and dogs.

Ms. Stein added that Outreach Services is like a personal shopper. They provide varied services to their senior residents. Some patrons have specific requests or topics, others wish the staff to choose the books while others enjoy selecting from items the staff brings to their residence.

Mr. Luther arrived at 4:10 p.m., and Mr. Leger arrived at 4:15 p.m.

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

- The IRS gave a Small Business workshop at the Library to inform people of the services and forms available to assist business owners to comply with regulations. Library staff spoke about what libraries offer.
- The Library hosted the Business Big Potential Workshop which was a cooperative endeavor between SCORE and the Small Business Development Council.

- On March 6th the Library hosted a celebratory party for 50 children who completed *1,000 Books before Kindergarten* along with mothers, many fathers and 5th grade students who read to the preschoolers.
- Author Will Hillenbrand attended the party, and autographed his book *Off We Go* for each child. Prior to the party he drew pictures for the children as he talked to them. He explained to all the importance of reading and discussed how he became an author/illustrator.
- Ms. Robin and her students enjoyed the party as did Ms. Pabby Arnold, Library Coordinator of Children's Services, Ms. Tara Dearing, Librarian in Children's Services, and a Library Board member.
- As part of staff development, a number of Library employees attended the Louisiana Library Association (LLA) Annual Conference held in Baton Rouge.
- Some Board members also attended. Dr. Beth Paskoff, retired Dean of the LSU School of Library and Information Science received an award for her lifetime service to libraries.
- Mayor Kip Holden presented a certificate to Ms. Paula Clemons, President of LLA, declaring the day to honor the contribution of libraries in the community.
- Lt. Governor Billy Nungesser also attended and is pictured with Ms. Rebecca Hamilton, State Librarian, and Ms. Melanie Sims, former President of LLA. The State Library is under the authority of the Lt. Governor's Office as part of the Department of Culture, Recreation and Tourism.
- Our Library was well represented as speakers and presenters. Ms. Patricia Husband welcomed 20 librarians to the newly renovated Teen Services Department, the collaborative spaces and Children's Services at the Bluebonnet Regional Branch Library. She spoke about collaborative spaces.
- Ms. Arnold gave a talk about *1,000 Books before Kindergarten*. Ms. Barbara Roos, Library Coordinator for Teen Services, and Ms. Stein gave a talk about the collaboration between schools and public libraries.
- When staff goes to conferences they write a report about what was presented and what can be applied in our Library system.
- *Read across America Day* a.k.a. *Dr. Seuss Day* was celebrated at the Library. Corey Webster, former LSU and Giants football player read to children at the Bluebonnet Branch. Devin Boyd, Miss Baton Rouge read to children at the Fairwood Branch.
- Digi Blue is our newest bookmobile. Pictured inside are two boys enjoying looking at and reading some of the books.

- The *Connect Home Initiative* helps bridge the digital divide and is a collaboration between the Mayor's Office, the Library, Cox Communications, Capital Area Corporate Recycling Council (CACRC), HUD, and other community partners.
- Mayor Holden, Mr. Watts and other community partners met at Ardenwood Village to share information with the public about the *Connect Home Initiative* to bring low cost cable with high speed internet to those who qualify. CACRC gave reconditioned laptops to those who met the criteria.
- Teen Tech Week was held March 6-12th. Teen Services went all out with makey makey, arduino kits, robotics, and snap and squishy circuits.
- Teens at the Bluebonnet Branch utilized their newly renovated room and initiated creative projects with Teen Librarian, Ms. Vita Mitchell.
- We also have programs for all ages such as a celebration of the black bear who has come off the endangered species list.
- One Book One Community spring selection is *Kingfish: The Reign of Huey P. Long*. We had a wonderful kick-off event with approximately 500 in attendance.
- A wide spectrum of people are reading *Kingfish*, including Mayor Holden, and Coach Les Miles.
- Local celebrities are speaking out. Dr. Richard White, the author of *Kingfish*, gave a talk at the Bluebonnet Branch.
- Local professors spoke about the legacy of Huey Long. Jim Engster spoke at the Main Library on March 15th referring to his vast knowledge of Louisiana and local politics.
- Dr. Richard White will come back to the Library for an author after-hours event at the end of April. An upcoming event will feature Huey P. Long a.k.a. Frank X. Mullen on Sunday, April 10th.

Ms. Stein then mentioned that the Library has begun the Instagram photo challenge. We've had a good response from media partners. *The Advocate* ran a beautiful editorial about the Library. *Country Roads* and *The Weekly Press* have also featured us. Patrons appreciate the opportunity to read one book together.

Ms. Stein asked if there were any questions from the Board. There were none. Mr. Jacob asked for public comments on the financial and system reports. There being none, Mr. Jacob 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. The request for bids for the construction of the River Center Branch has been issued. The bid submission date was originally March 31st, but yesterday the due date was changed to April 7th. A pre-bid conference held yesterday

revealed some questions that the architects and DPW were able to answer, but there were some concerns about underground conduits at the Central Plant for the air conditioning systems. In order to give those wishing to bid additional time to factor in these changes, the submission date was extended. Mr. Watts added that we are glad the project has gone out for bid and we hope to get good competitive bid results. At least four or five general contractors have asked for bid documents. There are many subcontractors needed for a job like this, and many have expressed an interest. However, not everyone who requests bid documents will actually submit a bid. This is a large, complex construction project. He noted that the Request for Quotations (RFQ) listed the construction fee at \$15.7 million.

Mr. Watts then mentioned that we were very pleased that on February 24th, the Metropolitan Council approved the leasing of a temporary space for the River Center Branch during construction of the new building. He thanked the members of the public who supported this lease and spoke in favor of the request. He also thanked the Library Board who communicated with the Metropolitan Council about the need for this lease.

Mr. Watts also said that it was good that the contract for the moving company also passed the Metropolitan Council vote. We will need the moving services not only for the River Center Branch move, but also for the relocation of all of the Outreach Services materials to the new Outreach facility at 3434 North Boulevard.

Mr. Watts concluded his remarks stating that at next month's meeting there will be more information to discuss regarding the River Center Branch project.

Mr. Jacob asked for any comments from the Board. There being none, he then read Item B.

B. Maintenance Report and Additional Capital Projects

Ms. Husband gave an update on the major maintenance projects. She reported that DPW has issued a change order for the installation of the flooring at the Scotlandville Branch Library. We are awaiting a completion date schedule from the contractor.

Ms. Husband then discussed the renovation project at the Bluebonnet Regional Branch Library. The contractor has created the opening into the Children's area, and is awaiting the materials to finish the entry.

The storefronts have been installed on the four meeting rooms and the office in the AV area. Carpet has also been installed in the AV area. The revised display area which is the former entrance to Children's Services has been sheet rocked, and some of the wall covering has been installed. The new display area that was constructed near the Circulation workroom is still under construction, but the cabinets have been installed.

In the new Teen Services area the end panels for the shelving have been installed.

Ms. Husband also reported on the Carver Branch roof project. DPW held a pre-construction meeting for this project on March 9th. They also issued a Notice to Proceed with a commencement date of March 14th.

The installation of the controls for the Scotlandville Energy Management project is complete. The Zachary Energy Management Controls project bids were opened on February 3rd. A purchase order to begin the work was issued on March 2nd.

Ms. Husband then explained that DPW held a pre-construction meeting for the Greenwell Springs Road Regional Branch Library roof replacement project on March 7th. DPW issued a Notice to Proceed today with a commencement date of March 23rd.

Ms. Husband also reported on the remediation project at 3434 North Boulevard. A vendor is painting the walls and has finished painting the offices. They have begun painting the Outreach area. Carpet installation began on March 7th. The Library Facility staff will schedule a time to paint the floors in the Outreach area.

The Metropolitan Council has approved a contract with TME, LLC to provide professional services for an exterior lighting project for the Baker, Delmont Gardens, Eden Park, Scotlandville, and Zachary Branch Libraries. Included in the contract is interior lighting for the Baker Branch Library.

Ms. Husband noted that the architectural firm contracted to design the work for the Library Exterior Renovation project has been visiting the buildings and is working on the scope of work. It includes the Carver, Central, Delmont Gardens, Eden Park, Scotlandville, Zachary and Greenwell Springs Road Regional Branch Libraries. When the scope of work is completed, the request for bids to complete the work can be issued.

Mr. Jacob asked if there were any questions from the Board. Ms. Wascom asked about the meeting room partition walls at the Bluebonnet Regional Branch Library. She said she was at a meeting there. The partition wall did not block the noise level from the adjacent room. Ms. Wascom asked if there are partitions that mitigate noise, and, if so, are we considering them as we renovate the branches. Ms. Husband replied that sound barrier partition walls are available, and are in use at the new Main Library in Children's Services. They are considerably more expensive than the existing walls at the Bluebonnet Branch. She added that she did not know if the infrastructure in the Bluebonnet meeting rooms would allow for that. She also said we don't have that on our schedule of improvements for that branch. We would need to consider if the noise level is frequent enough to necessitate these sound barrier walls. Ms. Husband noted that this might be something to consider in our future renovation plans. Ms. Wascom noted that the group did quiet down once they were assembled, so that her group could meet and conduct their business. Ms. Husband replied that the positive with partition walls is that one can divide a room for two groups to meet with some privacy, but the negative is that the walls do not provide the sound proof function that we might like. It was only recently that partitions could be purchased that mitigate sound.

Ms. Johnson asked how the libraries fared during the recent bad weather. Ms. Husband replied that we had a few minor leaks. All of those issues have been addressed. Prior to and after inclement weather we remind staff to check their facilities, especially in areas which have had problems in the past.

Mr. Jacob moved on to Item C and asked Mr. Watts to report.

C. Miscellaneous Reports

Mr. Watts said he wanted to discuss the State budget and its effect on the State Library. He noted that the State Library's budget has been cut repeatedly over the last several years. More cuts have been made during the recent legislative session. The State Library is now considering moving toward a group of partially shared databases with academic libraries. This model has worked in some states when there are well defined groupings for databases. In other states bringing together academic and public libraries has not been as successful. Conflicts arise from the different priorities of academic and public libraries. Mr. Watts mentioned an example in Alabama where the academic libraries wanted to eliminate car repair databases, and keep one on advanced biology research.

He noted that the State Library is a very important institution for libraries across the state. It is the center for professional development. It's the lifeline for IT consulting services. This service may not be essential for our Library's operations because we have an outstanding IT department. But for smaller libraries in the state this is an absolute necessity. As the State Library loses more of their staff and the ability to provide services, it will have a very bad effect on small libraries in the state. Anything that hurts other libraries in the state is harmful for all libraries.

Mr. Watts then discussed the Main Library. He said that DPW Architectural Services has asked for quotes for replacing the pavers from the front entrance of the Main Library to the handicap parking adjacent to the drive-up window and book drop. He said the plan to complete the concrete pour on Good Friday when the Library is closed will not be possible. The issue is that we will need 24 hours after the pour for the concrete to harden so that patrons can walk on it. There will be no access into the library from the front door during the 24 hours after the pour, or during the time that pavers are being removed. He added that we will consider other solutions for getting this work completed.

Mr. Watts added that we will also further address the issues with the bioswales. They did function well during the most recent bad weather with fewer problems, but additional improvements do need to be made.

He noted that we also have some modifications to the building that need to be completed. The HVAC system for the IT department must be upgraded. All of the servers for the entire Library system are housed at the Main Library. As technology continues to improve, servers work faster with more capabilities. But these new machines produce much more heat. When the Main Library was designed several years ago, the HVAC system plans for the IT department did not anticipate these more powerful servers.

Mr. Watts then mentioned the contract for social workers to provide services in our branches. The Board approved this service in the 2016 budget. We will run a pilot program for 90 days hopefully starting in April. Two social workers will come to the Carver and Delmont Gardens Branch Libraries for a few hours each week. The intent of this program is not that we will have social workers on staff, or that they will be case managers. They will help our patrons in a variety of ways such as referrals to basic services to the elderly, or for drug abuse programs. We do have patrons that come to the Library searching for assistance. Our staff does help and is very good at gathering information. But some of the problems are of such a magnitude and scope that the Library staff needs someone with more expertise to work with these patrons. After 90 days we will assess the program and make modifications as needed.

Mr. Watts then discussed the Library's documents retention schedule. There are certain legal standards that the Library must meet and document for the Louisiana State Archives Division. In our parish there are certain documents that the City's Human Resources, Finance, Purchasing and Parish Attorney Departments retain for us. We do not retain these documents in the Library. The Louisiana State Archives Division was not aware of this arrangement, and so it appeared that we were not in compliance. Once an explanation and discussion occurred, an updated schedule was submitted. It was approved by the Secretary of State. Mr. Watts mentioned that historically in the areas of retention of Board minutes and basic financial reports we retain these and do so very well because we are librarians and this is part of the work we do.

Mr. Watts talked about the Outreach Building. The painting in the interior of the building has really changed the appearance and made a big difference. Our Facilities staff replaced light bulbs which has increased visibility and brightness. An application of the epoxy for an additional area of the floor is needed. This must to be scheduled when the building will be vacant for about ten days so that the smell from the epoxy can dissipate. The carpet and baseboards are installed. Outreach Services will be happy to be in one location. This building will be an asset to the entire Library system.

Mr. Watts asked if there were any questions. Mrs. Guarisco asked if other libraries provide social workers and how does that work. Mr. Watts replied that we are aware of about six libraries who are members of the Urban Libraries Council (ULC) who use them. One has a full-time social worker on their staff. That is a different approach. Some libraries are using an approach similar to ours. Some will begin to offer this service this summer. This is a need that has experienced growing awareness over the last several years. The public library draws all types of people; some of whom have great needs. Patrons are looking for resources. Now through advances in technology, almost everything is accessed through technology including employment applications. These patrons may initially come to the Library because we have the technology they need. We can help them get connected. Often, however, they need more assistance once they get the information. That is where a social worker would help the Library staff. Some patrons have other issues, and a social worker is trained and skilled at getting them the help they need.

Ms. Johnson said she likes this program. She said it would be helpful to track the number of people who are helped by these social workers. Mr. Watts replied that the initial metrics we are

planning will track the number of contacts and the number of referrals. Then we will assess the results. We may not know how successful the referrals have been because once the referral is made, these people will be using resources outside of the Library. Sometimes people will come back to tell us how well they are doing, but sometimes we never hear from them. We'll try to have a qualitative assessment.

Ms. Wascom said she will be very interested to see how this works out. She said the public knows to call 911 in an emergency. But the second number they call is the Library when they do not know who else to call. She said when she worked at the Main Library, a patron called us when she could not reach the crisis intervention hotline. Library staff regularly needed to handle situations that we were not prepared for.

Ms. Wascom added that many times information about services may not be known. Databases like the Community Information Database are extremely helpful. The City-Parish needs to periodically inform the Library about what assistance is available. Mr. Watts replied that we have at least one person updating this database.

Ms. Stein added that we do constantly update the Community Information Database as its own resource. Through the BR CityKey database we have ongoing contact with other City-Parish departments. The incredible staff at the City-Parish IT Department works with us, disproving the stereotype of IT staff that only care about the functioning of their computer systems. They are aware of the different types of calls that are made for services. Over the last several years as we built BR CityKey together. We have constantly added to the Community Information Database. We have two staff members in Reference who work on these updates.

Mr. Watts said that Ms. Wascom's point is well taken. We need to continue to strive to get all the information in as much depth as we can.

Mr. Jacob also asked for any comments by the public on any of the reports. There were none, so Mr. Jacob 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 Brief Staff Review of Unconventional Building Sites – Mr. Spencer Watts

Mr. Watts said we will have our real estate brokers speak first. They have looked very assiduously on the Perkins Road corridor, searching for every site that might be available. It has been a difficult quest.

Ms. Kathryn Juneau, and Mr. Justin Langlois, real estate brokers with Sperry Van Ness/Graham, Langlois & Legendre, LLC discussed their progress in finding a site for a south branch library over the last month. Ms. Juneau said there are seven sites that are either on the market or off the market.

The first site is on Congress and it is off the market. Ms. Wascom asked if this site is behind the storage facility and across the railroad track to which Ms. Juneau replied affirmatively. Ms. Juneau pointed out the multi-family homes, the storage facility, the railroad tracks and the Rouzan TND in the area near the site.

Mr. Langlois said some of the limitations of the site are that there are some low areas, it was used for fill for part of the construction of The District, and is near the railroad tracks. A potential issue for the Library could be the noise, but the site is not right next to the tracks. Mr. Langlois added there are some wetlands concerns, but he does not have a delineation report. He noted that he could ask the owner for a report.

Mr. Watts asked if there is an open source of water there to which Ms. Juneau said yes. She added that this site is owned by the group that owns The District apartment complex which is .1 miles away on Perkins Road. She added that when they removed the fill to construct The District, the hole on the site filled with water. They had left an area on the front of the site for a 15,000 square foot pad, planning on building their office there with a pond behind the office. This may still be their plan. Ms. Juneau spoke with the owners yesterday, and they are open to talking with the brokers. The owners mentioned that someone was looking at this site two years ago and they also knew that the Library is looking for land. Ms. Juneau then told them that she was working for the Library on a site search.

Ms. Johnson asked about the recent heavy flooding and whether the brokers looked at the sites after the rain. Ms. Juneau replied that she drove past the site today and there is no flooding. She added that this week she drove by all of the sites they will discuss today, and there was no flooding. The Rouzan site is among these and it does not appear to have water on it, but Ms. Juneau said she did not walk on the property.

Mr. Langlois said they are seeing more significant flooding in the last three years in Baton Rouge than we have in the past. He added that they would need to investigate these sites and get a flood determination. They would want the Library to build above the mean flood elevation. He said he does not know what the elevation is for this property. At this point they are just looking at sites. But the question about flooding is a good one.

Mr. Langlois added that the Rouzan site across the street from the Congress site does have water on it. He also mentioned that there is water very close to Perkins Road. The Library would need to consider bringing in fill dirt or building a pond on some of these sites.

Mr. Langlois said the next site to consider is adjacent to CSRS. This site is off the market, is owned by CSRS and they do not want to sell this property. The property is 2.3 acres across from Pennington on the north side of Perkins Road. It does contain some oak trees. This location would have a tremendous amount of exposure, parking, and the ability to add a second floor. He added that they have spoken to the owners about a "build to suit" arrangement. In this arrangement CSRS would do the work for the Library, including site work, wetlands delineation, and everything else involved in investigating a site. Under a build to suit agreement, usually the owner provides an option to purchase the leased property on either a pre-determined date or a date after five or ten years of occupancy. Mr. Langlois said it is something to consider. He added that

this site is the best one with the least amount of challenges.

Ms. Wascom asked what other businesses are near that site. Mr. Langlois said the CSRS office is next to it, and there is a law firm, some medical offices, and the Bayhi property. Something to contend with will be the lack of a traffic signal, and being across the street from Pennington.

Mr. Langlois said they like the site. The Library Board and staff will need to discuss the “build to suit” option. He said CSRS has not completely dismissed the possibility of selling the property, but he feels they are more interested in building for the Library. Mr. Watts said we will need to investigate the restrictions we may have as a government entity for entering into a “build to suit” agreement. Mr. Langlois said he thought about the public process required when bidding. Mr. Watts noted that there’s always the fear by the government that this “build to suit” process is being used to circumvent the public bid laws. Mr. Watts advised the brokers not to pursue this further until he checks with the Parish Attorney on whether the Library could actually be involved in a “build to suit” agreement.

Ms. Juneau discussed the next site which is the Kean’s property close to College Drive. It is very small and expensive. The purchase of this property would involve buying the lease that Kean’s has on it. Even though it is near a major intersection, the size of the lot would make it undesirable. For full disclosure, Mr. Langlois said they wanted to show the Board everything even if it didn’t meet the Board’s requirements.

Mr. Watts said across the railroad tracks from the Kean’s site is some undeveloped land. He wondered if that land and the Kean’s site could be combined. A pedestrian bridge could be built over the railroad tracks to connect the two properties. He said he is aware of one public building in which the railroad went through the first floor. Mr. Watts imagined having a small reception area of 1,000-2,000 square feet on the Kean’s site and then on the other side of the tracks would be a 10,000 square foot building. He added that would provide enough land to overcome the railroad track issue. Mr. Langlois said the property on the other side of the tracks is about 50,000 square feet. Its limitation is that it is off College Drive and is really difficult to reach. Ms. Juneau said that there is a building on a portion of that land making it smaller than it once was. She said they talked to the owner of that property.

Mr. Langlois then discussed the Moss Side Lane site which they have mentioned before. He said the property is low, heavily treed, and adjacent to the railroad tracks. It is in a beautiful neighborhood. He suggested that possibly a row of trees could act as a buffer. The triangular shape presents some limitations in terms of design. But he noted an L-shaped building might be an option. There are ways to combat an odd shaped site. Mr. Langlois said he really thinks the Library would need 100 parking spaces. He added if they built a 10,000 square foot shopping center, they would put in 100 parking spaces. This is especially important if there are meeting spaces in the building. Mr. Jacob asked where Moss Side Lane is located. Mr. Langlois replied it is a U-shaped street that comes out to Perkins Road across from the Rouzan site on one end and on the other to where Maxwell’s and Serop’s Restaurant are. There are two points of egress and ingress. Ms. Juneau noted that intersection is signalized. The site is 3.6 acres with about 2.5 useable acres. This site has the biggest possibility for price negotiation because of some of the barriers.

Mr. Langlois then showed the property on Perkins at Quail Run Drive which is 1 acre in size making it small. At the back of this lot is a medical building. There has been some conversation about acquiring this site also. They talked to Campus Federal Credit Union who owns the property adjacent to the site. They are not interested in selling any part of their property at this time because they plan to expand in the future. This is a location where they need to talk to neighbors about selling and then be creative on the design. Mr. Langlois said their office is in this corridor and they have also sold offices in this area. Nothing here is selling at appraised or below appraised value; everything is above appraised value. This property does not have any issues with flooding.

Mr. Langlois said the next site is the Rouzan site near Pollard Parkway. He said they spoke to the owner and there is an interest in selling. This site is different from the former library site in the Rouzan TND in which the library would have been in the middle of the retail development. Mr. Langlois said they refer to this property as the peninsula because it is separated from the TND. There would be some shared ingress and egress with the TND, but the connectivity would provide access to a signal light. If patrons wished to travel west on Perkins, they could drive through the Rouzan TND. He noted one of the issues of this site is the lack of development in the retail portion of the TND. But they believe that this site would enable the Library to remain independent of the activities around their property. Mr. Langlois added that for the Library to have connectivity to the TND would not require all of the tenancy requirements of the TND.

Ms. Wascom asked if this property is part of the TND or is it separate. Mr. Langlois said he'd check the master plan to be sure. Mr. Watts said when we investigated this previously, we were told it is not part of the TND. It was not included. Mr. Langlois said part of the issue with the TND is if one slight change is made, it must go through the zoning process and then to the Metropolitan Council for a vote. He said they checked the zoning and were told it was not in the TND. But Mr. Langlois said they will confirm the zoning again with the Planning Commission. Mr. Watts said it was presented to us as one of the advantages of this property that it is not part of the TND.

Mr. Watts said he wants to emphasize how important it will be once Rouzan develops, to have that direct access to get to the signalized egress and ingress in the TND. Mr. Watts asked about a creek at the back of the property. Mr. Langlois replied that it may be a bayou along the tree line. The building could be located on the east side of the property with parking on the west in order to avoid constructing a long narrow facility.

Mr. Langlois noted that when they work with DPW and DOTD for driveway permits on these sites, they do not allow them to develop single sites of this size that are contiguous. They want these properties to have connectivity such as in Perkins Rowe or Willow Grove. In the case of this site, the connectivity would go all of the way to Glasgow.

Mr. Langlois added that this is his favorite site. For those who live here and know this area, Perkins Road is the buffer zone for library location. Those who live south of Perkins go the Bluebonnet Regional Branch and those who live north of Perkins go to the Main Library on Goodwood.

Ms. Wascom asked when the connectivity with the Rouzan TND would occur. Mr. Langlois replied their timeline in these transactions is 12 to 14 months. During that time they would get driveway and other permits from DPW. They would also investigate the connectivity. A contingency for closing would be that a road is built to provide connectivity. He added that they would not buy the property without addressing the connectivity. The road would need to be in the agreement. Ms. Wascom said we had difficulties in the previous agreement in the TND. She thought if we bought this property it would belong solely to the Library, and we could construct our own entrance and exit. Mr. Langlois said the Library could do that, but what DPW is asking for is connectivity between these lots. They want to avoid having multiple driveways onto Perkins Road. Essen Lane is an example of what they are trying to avoid. Mr. Langlois added that the Library would share a driveway and there might even be a maintenance agreement involved. Mr. Langlois added that these roads are bonded and insured before the road is built for commerce. It's another layer of protection to ensure that the road will be constructed. He added that they are not attorneys, but they would not want the Library to proceed with this site without contingencies in place.

Ms. Juneau then discussed a site on Perkins Road across from Kenilworth Parkway. She said they have talked about this location before. It's a good site at a lighted intersection, but it is unknown if a road will be built through that property in the future. If the Library were to build there and then a road were built, there could be issues. Ms. Juneau said if it weren't for the uncertainty of a potential road through the property, she would seriously consider this site. It is in a great location with a traffic count at about 30,000 cars per day. Mr. Langlois noted that it is the farthest east of the sites they've reviewed for the branch library. Kenilworth is their eastern boundary.

Ms. Juneau said the last site to consider today is on West Lee Drive. We wanted to avoid Burbank Drive in this review of sites. Mr. Langlois said since Alamo Draft House Theatre has withdrawn from the Rouzan TND, he wouldn't be surprised if this is not one of the areas Alamo is considering. There is more of a student population here than Alamo would want to see, but there is no movie theatre in that part of town. There are also a couple of grocers that are looking here. Mr. Langlois said they foresee it as a big box anchor store location with some mid and small box stores.

Ms. Juneau then said the seven sites located on Perkins between Stanford and Kenilworth are the only properties on and off the market. She added that they have researched this area in great detail, so if the Board wants to build on Perkins, it would have to be one of these sites. They will, however, continue to be open to investigating any other sites, but as of now this is all there is.

Mr. Langlois said they also looked for existing buildings on Perkins Road, even metal buildings that could be retrofitted, but there were none. The reason there is so much development on Burbank is because there is land available. Mr. Watts said if one drove on Burbank last week after the rain storms, it was apparent that some mitigation would be needed before building there.

Ms. Juneau was asked about University Villas on Burbank. She replied that was a property they discussed at a previous Board meeting. Mr. Watts said we also have another list of properties we

were given several weeks ago. Ms. Juneau said we wanted to give Perkins Road another thorough investigation based on the Board's request last month. She added that they made countless phone calls and sent countless emails for this search. The owners of these properties are at least willing to talk to the brokers.

Mr. Langlois asked if the Board had any other questions. Ms. Wascom asked if they talked to neighbors around the Moss Side Lane site to determine if there were any concerns about the proximity of the rail lines. Mr. Langlois said their office is across the street from the tracks and they see when the trains run. They are considerate about not running at 8:00 a.m. when people are commuting. There is an afternoon train that comes by at about 3:00 or 4:00 p.m., and there is an evening train at about 7:00 or 8:00 p.m. Ms. Juneau added that there is a 3:00 a.m. train. Mr. Watts said what he would be concerned about is patrons not being able to get across the tracks to get to the library, which becomes a deterrent to using the branch. Mr. Watts asked Ms. Wascom if she is concerned about the building shaking or about the noise level because it would be so close to the trains. Ms. Wascom said she wondered about the noise since Mr. Langlois mentioned using the trees as a buffer. Mr. Langlois said the site on Congress at the traffic light is where they see the most difficulties. There is always a traffic back up as people try to make a left turn onto Congress or a right turn onto Perkins. People will sit there for several minutes waiting for the train to pass. Ms. Juneau said a client that wants to build an assisted living facility is considering property that is next to rail road tracks. A sound engineer is proposing a sound barrier wall. Mr. Watts said there are strategies that can be taken to minimize the sound and lessen the distraction. Mr. Watts again emphasized that his concern is patrons being unable to get to the parking lot when a train is on the tracks. Ms. Juneau said the train concern is a good one to pursue. There is a house being built by the tracks. Ms. Juneau said she will talk to the owner about what they are doing about the train noise.

Ms. Wascom then asked the brokers what they know about the road at Kenilworth and Perkins. It seems like a lovely location for a library, close to the Kenilworth Subdivision and the BREC Park. Ms. Juneau replied that the road has been talked about for a very long time. It's a chance the Board might want to take. Mr. Langlois said the residents of Kenilworth have fought against that road and would probably continue to do so. Mr. Watts asked if the master plan called for that extension to go all the way to Corporate Boulevard. Mr. Jacob said he heard the road would be tied to the medical district that is planned for that area. Mr. Langlois said there would be connectivity with the road that goes along the west side of Our Lady of the Lake Medical Center. Ms. Juneau said they really do not know anything definite about the proposed road.

Mr. Langlois noted that every one of these sites has some negatives. He said they view a negative as an obstacle that can be overcome with a fantastic building. Mr. Langlois told the Board to feel free to communicate with them and if the Board sees a site, please let them know and they will investigate it. He added that they want to talk again with CSRS. We know that since it is a public building the Board cannot promise the engineering work to CSRS.

Mr. Jacob asked if there were any additional comments from the Board. There being none, he asked for any public comments. There were none.

Mr. Watts said last month the Board asked the Library staff to research and then present some

unconventional building sites at this meeting. Even though we do not have a site to focus on purchasing here, Mr. Watts said we are prepared to show the Board 17 unconventional sites we found. We could have found many more especially in urban areas. The former Crozat Library, Jefferson-Madison Regional Library System in Crozat Virginia is an example of taking an old building and converting it into a library. This library system did not have enough money initially to build a new library facility, so they used a former train depot. It served the community from 1984 until September of 2013 when they built a new replacement library.

Mr. Watts asked Ms. Husband to make the presentation of these sites. They are as follows:

Former Crozat Library, Jefferson-Madison Regional Library, Crozat, Virginia

- Approximately 2,655 square feet
- Formerly a train depot
- The community library from 1984 until September 2013
- The building has since been repurposed into a visitor's center and an artisans' depot.

Causeway Branch, St. Tammany Parish Library, Mandeville, Louisiana

- 7,300 square feet
- Storefront library
- Initially the branch was 4,900 square feet
- Expanded in 2005.

Mr. Watts said this library is an example of a facility located in a shopping center. The exterior had to conform to the design of the shopping center. But the interior looks like a typical branch library. Mr. Langlois said that this reminds him of the Great Wall Chinese Restaurant on College Drive which is now closed. It might have been a possibility if there were more parking available.

Lakeshore Library, Jefferson Parish Library, Metairie, Louisiana

- 7,700 square feet
- Rebuilt after Katrina; opened in 2011
- On the edge of a subdivision in Metairie
- Across the street from a baseball field
- Parking is across the street, with a few parking spaces next to the building

North Beach Branch, San Francisco Public Library

- 8,500 square feet
- Triangular shaped building on small lot
- Lot size and shape determined by the streets and available property. It is adjacent to the Joe DiMaggio Playground and North Beach Pool

Bracewell Neighborhood Library, Houston Public Library, Houston, Texas

- 12,690 square feet
- Sited on property that was formerly swampy pastureland
- Built on remediated site
- Located between a highway and a working ranch

Robert E. Smith Library, New Orleans Public Library, New Orleans, Louisiana

- 12,746 square feet
- Small footprint
- Two stories
- Rebuilt after Katrina

Mr. Leger asked about parking for this branch to which Ms. Husband replied there is no parking. She added there is street parking. She noted that down the street they have turned the median into parking spaces which is unusual. Mr. Watts said in many urban or older neighborhoods there is no parking provided.

University Park Public Library, University Park, Texas

- 14,967 square feet
- Located on the second floor of a five story, mixed use office/retail building
- In a retail/commercial setting
- Parking garage in the basement

Ms. Husband noted that Dewberry designed this library. Mr. Leger asked about signage on the exterior so that patrons know it is a library. Ms. Husband said since this is the town's first and only library, people just seem to know where it is.

Highlands Branch, Edmonton Public Library, Edmonton, AB, Canada

- 16,146 square feet
- Odd shape
- Small footprint for each story
- Design appears to take a large tree into consideration

Christa McAuliffe Branch Library, Framingham, Massachusetts

- 16,888 square feet
- According to the firm that designed the project, "The design is inspired by the spirit of Christa McAuliffe...who was participating in NASA's first Teacher in Space project...", hence the soaring roof in the shape of a wing.

Juneau Public Library, Juneau, Alaska

- 17,000 square feet
- Located on top of a parking garage
- Located in the middle of the city

Mr. Watts said this is one of his favorites because it is an example of what can be done when one thinks expansively and flexibly. It's been open for about decade and has worked for their citizens.

Norman Mayer Branch, New Orleans Public Library, New Orleans, Louisiana

- 18,081 square feet
- Located on an odd-shaped lot
- Two stories
- Located in Gentilly
- Rebuilt after Katrina

Monterey Public Library, Monterey, California

- 23,778 square feet
- Building follows the lines of the intersecting streets

Thurmont Regional Library, Frederick County Public Library, Thurmont, Maryland

- 26,438 square feet
- Constructed on a site where wetlands were discovered during construction process
- Deck built over the wetlands
- The design required consideration of the wetlands, and siting to maximize lighting and to harmonize with the natural surroundings.

This library was also designed by Dewberry.

Coolidge Corner Branch Library, Brookline Public Library, Brookline, Massachusetts

- 34,800 square feet
- Renovation or rebuild on current site
- Odd shaped lot

Baghdad Library, Baghdad, Iraq

- 45,000 square feet
- Built on a peninsula: the shape follows the site
- Project is not complete so no actual photos available

Plaza Branch Library, Kansas City Public Library, Kansas City, Missouri

- 50,000 square feet
- Building is adjacent to a business
- Shape of building configured to fit between the adjacent building and the existing streets.
- The library occupies two floors; all other floors above the first two are commercial

This library is their busiest branch and it is not the main library.

Main Library, Metropolitan Library System, Oklahoma City, Oklahoma

- 116,000 square feet
- Located downtown
- Back of library is next to an underpass
- Shape is long and narrow

Ms. Husband said she choose these as examples because they show a variety of sizes, designs and locations. Mr. Watts said we enjoyed finding these libraries. There were many more examples, but we limited the number for the presentation.

Mr. Leger said this presentation was very helpful. He thanked Ms. Husband for finding these examples. He said he'd like to see the interior of some of these building. He asked if she could email some photos. Ms. Husband said she would.

Ms. Wascom said it was very interesting. She also said it was helpful to see how one could take an odd sized space, and make it into a useful library building. It was very creative. She thanked Ms. Husband.

Mr. Jacob thanked Ms. Husband for the presentation. He asked if there were any additional Board comments. There being none, he asked for public comments.

Mr. Langlois said he would like a presentation of these buildings at his office. Each of these examples has some type of irregularity that was overcome. He congratulated Ms. Husband on a good presentation.

VII. Comments by the Library Board of Control

Mr. Jacob asked for comments from the Board. Ms. Johnson said the staff did an awesome job supporting the Louisiana Library Association Conference (LLA). She thanked the staff for representing the Library for the Board at LLA.

Mr. Jacob asked for a motion to adjourn.

There being no further comments, Mr. Luther made a motion to adjourn, seconded by Ms. Wascom. The meeting was adjourned at 5:50 p.m. by unanimous vote.

Ms. Kizzy A. Payton, President

Mr. Spencer Watts, Library Director