

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
JANUARY 21, 2016
4:00 P.M.

PLEDGE OF ALLEGIANCE

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 17, 2015

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. NEW BUSINESS

- A. INTRODUCTION OF MRS. MARTHA GUARISCO, NEW MEMBER OF LIBRARY BOARD OF CONTROL - MS. KIZZY PAYTON
- B. TO VOTE TO ELECT OFFICERS FOR THE LIBRARY BOARD OF CONTROL FOR 2016 – MS. KIZZY PAYTON

VI. OLD BUSINESS

- A. UPDATE ON SEARCH FOR A SITE FOR A SOUTH BRANCH LIBRARY BY REAL ESTATE BROKER – MR. SPENCER WATTS

VII. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

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

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

January 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, January 21, 2016. Ms. Kizzy Payton, President of the Board, called the meeting to order at 4:03 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. Ms. Tanya Allison, Library Accountant; 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, and Mr. Justin Langlois, real estate brokers with Sperry Van Ness/Graham, Langlois & Legendre, LLC; Mr. Dirk Graeser, videographer for Metro 21; and three members of the public also attended.

Ms. Payton asked Mr. Luther 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 December 17, 2015. Mr. Jacob made a motion to approve the minutes, seconded by Ms. Johnson 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 December 31, 2015 show operating expenditures are \$35,072,060.58 or 80.84% of the operating budget. This total will increase in the coming months as final charges for payroll, retirement, insurance, book bills, election costs, and retirement costs for elected officials are recorded.

Cash collections from Property Taxes for 2016 are off to a good start, as we are approximately \$950,000 and 3.13% ahead of 2015. Once interest earnings for the fourth quarter are recorded, we will be able to give you 2015's final property tax collections and percentage.

Ms. Pinsonat asked if there were any questions about the financial statements. There being none, Item B was presented.

B. System Reports

Mr. Watts asked Ms. Stein to give the systems report. As Ms. Stein began her remarks, Ms. Husband distributed to the Board, *Kingfish The Reign of Huey P. Long*, by Richard D. White, Jr., which is the *One Book/One Community* selection for 2016. The Board members also received buttons and white boater hats similar to ones worn by Huey Long.

Ms. Stein told the Board that statistical numbers are up; these include Circulation Count, Gate Count and Reference Questions Asked. These numbers show an increase between 4 and 11%. She said that next month the Board will receive an InfoGraphic that will highlight the statistics throughout the system. She noted that, for example, if a statistic is down such as the number of programs, then the attendance numbers are up. We'll also provide some statistics for Outreach Services.

Ms. Stein noted that after the Wearable Art Show and the visits by Mrs. Claus, we continued to receive have much attention from the media. A radio show from out of state picked up that modern libraries lend more than just books and mentioned us because we lend a telescope and Arduino kits. Blogs and Twitter feeds also expressed their positive feelings about the Library. The Baton Rouge blogs, Red Stick Moms and Baton Rouge Moms are local blogs that support the Library. Today Red Stick Moms posted "Confession...I have a crush on the Library".

Ms. Stein added that we have been featured in catalogs for books. Our rooftop terrace was mentioned in a prestigious catalog for reference books. Photos of our beautiful Teen Services area at the Bluebonnet Regional Branch Library appeared in a local designer showcase.

The Baton Rouge Social Media Association awarded the Library, for the second year in a row, the How May I Help You Award to our Ask a Librarian program. Ms. Stein noted that our social media coordinator monitors the site so that we can answer questions in a timely manner. If it is a negative comment, we want to be sure patrons have the correct information as quickly as possible. She noted that we are fairly new to the social media world, but we already have 45,000 likes. We would like to double that number so Ms. Stein encouraged the Board and patrons to participate in the discussions.

The Main Library at Goodwood has received another national award for the roof. *Metal Construction News*, a national journal, in December chose our Main Library for its Metal Roof-New Category award. Ms. Stein noted that the use of zinc and the way it is positioned on the building horizontally, vertically and as a wrapping are appealing to the eye.

Ms. Stein stated that Baton Rouge is a helping community, and the East Baton Rouge Parish Library patrons are the best. Once again, they contributed approximately 15,000 meals or 17,570 pounds of food to the Baton Rouge Food Bank through our Food for Fines program.

Tax season is upon us. One of the many uses of our meeting rooms is to host the AARP Tax Assistance Program. Also Volunteers in Tax Assistance (VITA) will be back to the Library. Ms. Stein said that AARP usually comes to the Library in the mornings, while VITA is available in the evenings and the weekends. She noted that these organizations provide their service through volunteers, some of which are retired Library staff, and their spouses. Ms. Payton asked which branches will host the tax preparers. Ms. Stein replied that VITA will be at three branches, and AARP will be at the Main Library, at Bluebonnet, and at Central. Information on the locations and times will be posted in February's *The Source*, the Library newsletter. Ms. Stein added that since there are a limited number of volunteers in these organizations, we unfortunately cannot offer this assistance at all of our facilities. However, at every Reference desk we have a list of other sites around the parish that offer this free service. These tax preparing organizations conduct their volunteer training prior to tax season at the Library.

Ms. Stein observed that we introduce a new service almost monthly. We have faxing at all of the branches. We are now offering mobile printing. Patrons have various mobile devices such as laptops, phones, and iPads which they bring to our facilities. Many have been using the Library's WiFi, but they have not been able to print from their devices. Now they can print and even print from a device at home. The service is called PrinterOn and will be featured in *The Source* in February. This service can be accessed through an app. The same printing rules apply as for printing from the patron computers; the first 20 black and white copies are free. To prevent accidental printing, one can send a job to print, but it will not actually print until the patron comes to the device in the library and requests it to print.

Ms. Stein then gave the PowerPoint presentation *Around the Parish in 90 Seconds* which included the month of January 2016. Below are some of the highlights:

- The Library meeting rooms are not only used for classes and programs, but also for family fun activities such as Mistletoe Bingo at the Jones Creek Regional Branch Library.
- Small Engine Repair Reference Center is a new online resource. The categories range from generators, to lawn mowers, to tractors and boats.
- This database illustrates the engine parts and how to repair them.
- Wireless printing from mobile devices and from remote locations is now offered through the Library.
- Teen author, Robin Palmer visited the Main Library. She discussed modern takes on fairytales for teens. We constantly look for local, regional and international authors to speak at our Library.
- Venessa, the Louisiana Mermaid is touring our branches. Attendance and interest has been very good. She will continue visiting in February.
- Venessa provides an educational program that emphasizes ocean conservancy through a story time format.
- Her talk includes discussions about plants and animals, too. She engages her audience.

- The new teen space at the Bluebonnet Regional Branch Library is ready to go. Acrylic clouds, suspended from the ceiling, are one of the space’s engaging features.
- As at the Main Library, there is a laptop bar, also known as a juice bar, to plug in devices for charging.
- The furniture at Bluebonnet is colorful and inviting. There are more computers and also a study room. The teens are enjoying their new space.

Ms. Stein asked if there were any questions. There being none, she reminded the Board of the *One Book/One Community* read of *Kingfish The Reign of Huey P. Long*. The kick-off event for this book will be held after hours at the Main Library Plaza on Saturday, February 20th starting at 6:30 p.m. Barbershop quartet, gospel, zydeco and jazzy blues will be the types of featured music. Chicken with all the fixings and a cake walk will also be offered. Goats, stumpers and politics will add to the festivities.

Ms. Payton thanked Ms. Stein and she commented that we had a busy month at the Library. Ms. Johnson asked if we have pictures of the food collection for the Food Bank. Ms. Stein replied affirmatively. Ms. Payton said she is sorry we never found out who put out the message “Marry Me?” at the Main Library terrace. Ms. Stein said that eventually someone may reveal the story behind the message.

Ms. Payton read Item IV, A, and asked Mr. Watts to report.

IV. Other Reports

A. River Center Branch Library

Mr. Watts said the chairs in Teen Services at the Bluebonnet Branch appear as if they would be difficult to get out of if one is of a certain age. However, he can report that they are remarkably comfortable and easy to use. He noted that the teens were responding in a very positive way when we visited that department. They were busy, and there were some collaborative groups working just as we had hoped they would when the design was presented.

He then discussed the River Center Branch project. As was mentioned last month, there are a couple of critical items that need to be approved so that the project can move forward. The construction documents have been completed and are in the possession of DPW Architectural Services. But before the construction can begin, we need to move out of the building, and remediate it because of its age and the materials used to construct it. We also need to conduct a surplus sale for items such as shelving that we will not be using in the future. Some of the contents will need to be stored for future use. As has been the plan since the beginning of this project, we require a location for a temporary River Center Branch during the construction of the

new facility. In August 2015 [Note Correction: The Board approval was in September 2015] the Library Board approved leasing a temporary site. We have found a site of about 8,000 square feet on Third Street. It has a good storefront, can be found easily, and is on the first floor. It will give us sufficient room to put in a high use, high turnover collection, a children's area, and install 12 to 16 public computers. The availability of public computers and the technology that we offer are of critical importance to our patrons in that branch and in many of our other locations.

Mr. Watts noted that we worked hard through all the City-Parish processes in December to get this item on the Metropolitan Council agenda for introduction and then for a vote on January 27th.

Mr. Watts said we worked with the City-Parish Purchasing Department to issue a Request for Proposals to select a mover to relocate the items in the River Center Branch. Four vendors bid on the job and we were able to pick the one with the best responses which also had the lowest bid. This item will also be on the Metropolitan Council agenda for a vote on January 27th.

Mr. Watts noted that in regard to the cost of the lease for the temporary space, it is somewhat expensive at \$20.00 per square foot. This rate indicates that we have a vibrant downtown which is good for our City. There is a demand for property in that area, and so these rates reflect that demand. He added that the property lease amount includes utilities which many others we reviewed did not. We would have been paying \$2.00 to \$3.00 per square foot out of pocket for utilities if they weren't included.

Mr. Watts then said we want to emphasize the importance of having a temporary branch downtown. We do not want to abandon our patron base that work and live there during the branch construction process. Our experience and that of other library systems is that if a facility closes for a prolonged period of time without an alternative location in the same area, the branch loses 30 to 40% of its core patrons and it takes 3 to 5 years to recoup that loss. The River Center Branch will be unavailable for approximately 24-30 months during construction. If there is no service for that length of time, the core customers will feel abandoned and they will become discouraged and disillusioned. We don't want the patrons who are less mobile and less affluent who depend on the Library's technology to not have that technology. We think it is an equitable solution, but it costs more than it would in almost any other part of the parish.

Mr. Watts added that some will think that the River Center Branch patrons can go to another branch during the construction. He said again that the least mobile are the least able to go to another branch. The Carver Branch is the closest one to the River Center Branch. However, the Carver Branch at peak times is very busy and at capacity. It would be difficult to totally transfer another user group to that location.

We are hoping the Metropolitan Council will approve the lease and the relocation services contract on January 27th. Mr. Watts explained that we will be moving over 100,000 items plus furniture and equipment. The moving contract also includes relocating Outreach Services from its current location to our facility on North Boulevard, and moving other items for Outreach that were temporary stored in several library locations.

Mr. Watts noted that DPW has issued a schedule for the construction of the new River Center Branch. That schedule is highly dependent on the approval of these two agreements on January 27th. Once these items have been approved, DPW can issue a Request for Proposals for the remediation of the building. They will also work on issuing a Request for Proposals for the construction of the building. He added that we are concerned about the long period of time allotted for the demolition of the building. He said we are hoping that it may take a little less than the projected time frame. Mr. Watts said the Library staff are working with DPW and Purchasing to determine if some timelines can be shortened such as the surplus sale period. Possibly we can conduct a surplus sale before the building is completely emptied so that we can save time.

Mr. Watts asked if there are any questions about the River Center Branch. Ms. Johnson asked if at the January 27th Council meeting we will be prepared to discuss the parking and security. She asked if we have patron feedback on these items. Mr. Watts explained that this topic was explored about 5 years ago. Most of those Board members are no longer on the Board. But the Board at that time looked at the parking situation for the River Center Branch. They agreed that this downtown branch is in an urban setting. Therefore, we would have to depend on the parking that is already available downtown. Mr. Watts added that there is no space that we own where we could build a parking lot. Studies were done and there was no feasible option for parking on the library site. The site is small and the building footprint will occupy most of the site. He noted that the City-Parish is actively looking at new options for parking including maximizing the existing parking garage space. They are encouraging private developers to provide parking. Ms. Johnson said her question was directed to the temporary location. Mr. Watts apologized for not understanding her question. He replied that the temporary location will have the same issues as the River Center site in terms of parking. He added that we will have security in the building like we do at the current River Center Branch. The good news about that temporary location is that it is a fairly active street with restaurants, and a grocery store across the street. One of the great things we can say about downtown is that it continues to become more lively. As this continues over time, it becomes a safer area and more pedestrian friendly.

Mr. Luther asked if we have a staging area for the construction site. Mr. Watts replied that when one studies the DPW construction timeline, the municipal building demolition is going to occur at about the same time we will begin construction of the library. That site could possibly be available for staging. Other than that, there is no definite plan for a staging area at this time.

Ms. Wascom said there are many schools and daycares downtown that use the River Center Branch for their children's programs. So not having library service during construction would have an impact on them. It will be important to have a library facility for the programs for these schools and daycares. Mr. Watts agreed that this is a good point to keep in mind. He said that is why we have planned for a defined area in the temporary location for children. It will be suitable for doing story times and programs.

Ms. Wascom asked if the utilities could cost between \$16,000 and \$24,000. Mr. Watts agreed they could run as high as \$27,000 per year. Mr. Watts asked Ms. Husband if that amount is fairly accurate, to which she agreed. Ms. Wascom said it will be very important that the Council

knows the cost of utilities and that this lease includes the utilities. Mr. Watts agreed that this point is important for the Council to know.

Ms. Johnson asked how we are advertising the temporary location, so people know where we will be. Mr. Watts said that first the lease must be approved by the Council. He would not want to make announcements until the lease is approved. About 45 days prior to vacating the building we will begin to publicize where the temporary location will be. Ms. Stein mentioned that we will inform our partners of this location, too.

Ms. Payton asked if there were any more Board questions. There being none, she read Item B and asked Ms. Husband to report.

B. Maintenance Report and Additional Capital Projects

Ms. Husband gave an update on the major maintenance projects. She reported that we are still working on the Greenwell Springs Road Regional flooring project. She said she hopes that by next month she can report that this project is completed.

Ms. Husband then discussed the renovation project at the Bluebonnet Regional Branch Library. The teen area is now open for use. The contractor is still working on the maker space, but the teens are still able to use the main portion of their area. One of the acrylic “clouds” had to be relocated so as not to interfere with a sprinkler head. She also reported that the contractor is working on rewiring the overhead lights so that they also function as emergency lights. One more strobe light will need to be installed on the north side of the teen area.

Ms. Husband noted that some OPACs and the service desk arrived today for the Teen area. We are moving to smaller service desks which are more mobile. That works well here at the Main Library, so we are trying to transition this concept at the branches.

In the Circulation workroom which is Phase 2 of the project, the contractor has completed the installation of the sheetrock. They have also installed the flooring in the workroom. The furniture should be delivered and installed soon. Our IT staff and the contractor worked cooperatively so that the data jacks could be installed prior to the completion of the walls and the arrival of the furniture. The sink was installed in the workroom yesterday, and the architect worked on the punch list today for that space.

A new display area is being installed just outside of the Circulation workroom. It contains a cabinet for storage, and will provide a neater arrangement to display brochures, flyers and publications that the Library routinely distributes.

Ms. Husband reported that work on Phase 3 of the project has begun. The old teen area has been demolished. The old entrance to the Children’s area has been closed off, and an exterior walkway to the Children’s area has been created.

Ms. Husband noted that in the AV area they poured concrete yesterday. The estimated completion date for Phase 3 of this project is March 24th.

Ms. Husband also reported on the Carver Branch roof project. City-Parish Purchasing received the bids on January 5th. The acceptance of the low bid by the Metropolitan Council has been placed on the Council agenda for January 27th.

The fencing project at the Baker Branch Library is complete. The installation of the controls for the Scotlandville Energy Management Controls project began this week. City-Parish Purchasing has bid the work for the Zachary Energy Management Controls project. Ms. Husband added that we should know the results of the bidding in early February. The bid has been awarded for the chiller replacement at the Carver Branch. We are awaiting a signed contract. Work should begin in February.

Ms. Husband also reported that the remediation project at 3434 North Boulevard is complete. Mr. Tim Bankston, Library Facilities Manager, has met with DPW to coordinate the painting of the interior of the building. He is also working on getting an estimate to paint the flooring. She added that next week we will move some compact shelving from the Bluebonnet Regional, Greenwell Springs Road Regional and the Delmont Gardens Branch Libraries to the Outreach Facility. This shelving was not needed in these branches, and rather than send them to surplus, they can be used to increase the shelving capacity of Outreach Services. Moving these shelves from Bluebonnet and Delmont Gardens will free up some space which can then be used for another purpose such as adult seating.

Ms. Husband then explained that the bid results for the Greenwell Springs Road Regional Branch Library roof replacement project was accepted by Purchasing on December 17, 2015. The project has been awarded and the Metropolitan Council approved the award at the January 13th meeting.

Ms. Husband asked if there were any questions. Mr. Luther asked when the book drop would be reinstalled at the Bluebonnet Regional Branch. He said the temporary book return is not attractive and tends to be overflowing. Ms. Husband replied that the contractor is working on the punch list items for the workroom. As soon as all of that is complete within the next week or so, we will be able to open the book drop again.

Ms. Wascom asked if the Reference desk here at Main is large enough for the staff to use. She wondered if there is enough room for the staff to place the materials and books they need for assisting patrons, and whether the staff has issues with the desks. Ms. Husband replied that she has not had any complaints. Ms. Stein agreed and said that there is enough space to work. Mr. Watts added that when he worked in Reference years ago, he had about 200 ready reference books that he used frequently, and he had them close at hand. But today much of the information is electronic, so the reference desk does not need to be as large. Ms. Husband agreed with Mr. Watts. She said the print resources in Reference are not as paramount as they used to be. Ms. Stein added that the one exception is in Special Collections. The desks are large with a wing for the patron so that the patron and staff can both work with hard copy books and materials facing the same direction. This furniture has worked well in that space.

Ms. Payton moved on to Item C and asked Mr. Watts to report.

C. Miscellaneous Reports

Mr. Watts reported that we have other items beside the River Center Branch items coming up on the January 27th Council agenda. They will vote to authorize the levy and collection of the 11.1 millage tax for the Library for 2016. This item should be fairly routine, but we will be there to answer any questions. The Director of City-Parish Finance will handle that item.

He also reported that the City-Parish Buildings and Grounds Division of Architectural Services has been very active. They have placed an item on the Council agenda for us. It requires the approval of the contract and a change order for the abatement of the Outreach building. The change order was necessary because additional tile with fibrous mastic was discovered which increased the cost of the work. The increased cost requires Council approval.

The Carver Branch roof replacement is also on the agenda. The bids came in lower than the estimates.

Mr. Watts then explained that the City-Parish Tax Assessor, Mr. Brian Wilson, has contacted the Library. He would like to retain a private company called Tax Management Associates (TMA) that specializes in investigating tax fraud and recovering fines and back taxes for local governments. Mr. Wilson is particularly concerned about citizens who improperly take a homestead exemption. He would like to correct this situation. In order to participate in this arrangement each of the taxing authorities would enter into a Memorandum of Understanding. Under this arrangement, TMA would keep 40% of the penalties, interest, and taxes recovered, with the local taxing authority receiving 60%. Mr. Watts said paying 40% to TMA is a concern, but once a property is correctly listed on the tax rolls in subsequent years the full tax would be collected for the local taxing authority.

Mr. Watts also noted that even though the Library is a taxing authority, any agreement in this situation would require the approval of the Metropolitan Council. Unless the City-Parish is going to pursue this, he does not believe the Library Board would want to take any action. He added that the City may decide to take action on this arrangement for all the taxing authorities. Mr. Watts felt in that case we might want to participate. He said he wanted to inform the Board now so that they are aware that this is being considered.

Ms. Johnson asked what the main driver was for pursuing this. Mr. Watts replied that he thinks Mr. Wilson wants to be sure that all citizens are paying their fair share of taxes. He added that probably some people do not comprehend that they are not eligible for the homestead exemption. They are taking an exemption somewhere else and do not know they can't take two exemptions.

Mr. Watts then discussed the Main Library. A final set of adjustments was made to the plaza screen, and everything has been working well since December.

He said he asked DPW Architectural Services last week to finish reviewing the final paver replacement plan for the plaza, and the remediation work on the bioswales. They told Mr. Watts they would complete the review soon. Ms. Payton asked if we have a timeline on when we want the project finished. Mr. Watts said he stressed with DPW that we have been working on this for months and that we would like it fixed as soon as possible. The actual work would only take a couple of days. There may be a discussion of how detailed a design plan must be. Mr. Watts added that he would like the bioswales fixed because every time we have a rain a couple of them do not function well. They have gotten better because of the small intermediate steps we have taken. He noted that today a patron drove into a bioswale.

Mr. Watts reported that after five months of working on details, we received our grounds maintenance contract today. A crew was here today working on the grounds.

Ms. Payton asked if there were any questions. She also asked for any comments by the public on any of the reports. There were none, so Ms. Payton read Item V, A under New Business.

V. New Business

A. Introduction of Mrs. Martha Guarisco, New Member of Library Board of Control – Ms. Kizzy Payton

Ms. Payton thanked Mrs. Guarisco for joining the Library Board. Ms. Payton asked her if she would like to make a comment. Mrs. Guarisco thanked the Board for the warm welcome. She said she is excited to get started working with them for this wonderful Library. Ms. Payton replied that we are happy to have her on the Board, and that she will hear from all the Board members. Ms. Payton said she knows that Ms. Guarisco has already met the staff and has gone through the orientation. We are looking forward to working together.

B. To Vote to Elect Officers for the Library Board of Control for 2016 – Ms. Kizzy Payton

Ms. Payton read Item B. under New Business. She asked for nominations for President, Vice President and Treasurer of the Library Board for 2016. Ms. Wascom made a motion to nominate Ms. Kizzy Payton for President, Mr. Jason Jacob for Vice President, and Mr. Logan Leger for Treasurer. Mr. Luther seconded the motion. Ms. Payton asked if there were any comments from the public. There were none. Ms. Payton asked for a vote on the motion. The motion was passed unanimously. Ms. Payton thanked the Board for their continuing trust in her as President. She asked Mr. Jacob and Mr. Leger if they had any comments.

There being none, she read Item A under Old Business.

VI. Old Business

A. Update on Search for a Site for a South Branch Library by Real Estate Broker – Mr. Spencer Watts

Mr. Watts said that the real estate broker Sperry Van Ness worked very hard with us as soon as their contract was approved at the end of November. We then had the holidays upon us, and many of the people they contacted about various sites said they were not available until after the holidays. Since the beginning of the year their pace of feedback has increased. They have looked at a number of different sites. Some were familiar sites that we had previously explored, and some were new.

Mr. Watts then said that the two brokers who have been working on this project are here today to summarize their work thus far. They will also explain what we might wish to do going forward. Generally we are not getting many good responses on inquiries about sites. There is a shortage of availability in the Highland Road/Lee Drive/Perkins Road corridors. With the few sites that are available in these areas, when the owners realize the Library is interested, they know that we can only buy property at the appraised value. So this restriction can have a negative impact on their interest in selling to us.

Ms. Payton asked if the poor response is because it is the Library inquiring, or is it something else. Mr. Watts said some may just not be ready to sell. He said he would like to turn the discussion over to Ms. Kathryn Juneau and Mr. Justin Langlois from Sperry Van Ness.

Ms. Juneau introduced herself and Mr. Langlois. She said she would like to preface her comments by saying it is an honor to be awarded the contract to assist the Library in finding a site. She said she is from Baton Rouge and grew up in this library. This is the highlight of her career thus far.

Ms. Juneau showed the Board a map with some potential sites near Perkins Road and Burbank Drive. She said if one looks at the areas around Bluebonnet Road, down Kenilworth Parkway, and on Perkins Road near Pennington Biomedical Research Center there is no land available.

Mr. Langlois added that they looked at approximately 25 sites. He said of the 25 sites, the Board has already considered about half of them. He pointed out that we are focused in a corridor where the price of property is considerably higher than the appraised value of the property. Mr. Langlois also said we are looking for an infill site that may have a church on it, or several buildings or residential homes. We are also looking at an assemblage of property, meaning purchasing more than one site adjacent to another to provide a site large enough for a branch library.

Mr. Langlois said the initial search was conducted around the Perkins Road corridor. There were several in the Lee Drive corridor also. He noted as brokers we don't publicize who we are and who we are working for to avoid having sale prices escalate. He mentioned that their office is in the area at Perkins Road and Quail Run Drive. He said we couldn't imagine a better neighbor than the Library, and that has generally been the response from residents in the area. Mr.

Langlois said, however, property owners know what the sale price is for sites near them. It is very much above the appraised value, so this is a factor the Board will need to keep in mind.

Mr. Langlois told the Board that one of the most promising sites is next to Pennington. There has been discussion regarding plans to relocate people from New Orleans to Baton Rouge to build a medical school here. The library could be frequented by medical students. He added that there are a few other sites in this area. There is a narrow site across the street from Pennington at Kenilworth. The issue with that site is whether a road will be built through the site or adjacent to it in the future. That is something to consider because we are building a library for use over the next 10 to 50 years.

Mr. Langlois said in looking at these sites we've run into several other road blocks besides the appraisal issue. One problem is defining what the usable area is in a particular site. An example is a site on Moss Side Lane which has railroad tracks running near it. He noted at his office, occupants can feel the train coming before they see or hear it. There are also mitigation issues involving wetlands. Some spots in Southdowns and around Rouzan are low.

Mr. Langlois told the Board the brokers would like the Board to consider property slightly south of the current area. Perkins Road has been the buffer or barrier to entry. Most people in the area are heading north to the Main Library or southeast to the Bluebonnet Regional Branch. Those living around LSU and the lakes are heading downtown.

In studying the map of the area, those sites indicated in red are possibilities, but they are not for sale right now. For example, an elderly couple may reside on a parcel and are not interested in moving from their home.

Mr. Langlois noted that sites in the Lee Drive/Burbank Road area give the Board more options. He said we are sensitive about getting too far east because the Bluebonnet Branch is there. There will be some overlap in service areas, and the brokers are trying to be sensitive to that. Mr. Langlois then said that Ms. Juneau has done some work in this area and will explain her findings.

Ms. Juneau said the sites in green are properties that could work for the Library. The owners of these sites will sell for the appraised value or even under the appraised value. She then showed a series of maps over several years that ran in succession illustrating the movement and growth of the population into this area. She added that in commercial real estate, it is known that Burbank Drive is the last frontier of the parish where land is available. It will only be a matter of time before this area will not have property for sale, or sellers will ask for over-inflated prices. This is the future of the parish and moving here would put the Library in the middle of this growth area.

Ms. Juneau showed bar graph projection results within a 5 mile radius to illustrate the growth in this area. In 2010 the projection is 24,000, and in 2020 the projection is 26,795, almost 27,000. She also said she considers the Library like any other client she has. The firm looks at where to put a client for their future growth. She gave the example of a senior living company that she is working with now. They do not want to be on Perkins Road. They want to be at Burbank Drive because there is more construction occurring there than on Perkins.

Ms. Juneau then showed bar graph projection results within a 1.85 mile radius from Burbank Drive to Kenilworth Parkway to Lee Drive. This area is fairly untouched now. There are Traditional Neighborhood Developments (TND's) on either side of this area that are slowly growing and pushing together. The projection for growth here is huge, showing an annual increase of 1.42. She added that she can send the Board the demographics for this area.

Mr. Watts then asked about the bar graph that shows the number of owner-occupied houses and the increase of 1.42. Mr. Langlois replied that when we look at this growth over five years it does not include the multi-family units. He said we are seeing a lot of young professionals not buying a house until their early 30's. We are seeing places like The District on Perkins Road, The High Grove at the Mall of Louisiana, The Enclave and The Millennium. He said in the corridor we just pointed out, one will be finding an increase in single family dwellings. Mr. Langlois noted there has also been an increase in growth north of LSU by the newer developers of multi-family dwellings.

Mr. Langlois pointed out that the brokers are sensitive to the fact that the students at LSU have a library on campus. He added he would like to discuss in the future what areas the Board considers too close to LSU. Mr. Langlois noted that some of the sites reviewed have some issues such as low lying and wet areas that will require consideration.

Mr. Langlois noted that his team has observed that no two library branch sites are the same. The Library has sites by cemeteries, by retail developments, by schools and by churches. He noted that we could see a branch library on Burbank Drive in a corridor containing multi-family, and single family dwellings, and a shopping center nearby. Mr. Langlois said the Library has one of the most varied clientele ranges in Baton Rouge.

Mr. Langlois also said that when speaking to clients who know that Sperry Van Ness is working for the Library, the Main Library is mentioned and it is noted that this building is the only one in town that ranks highest in all the urban design levels from a 1 to a 5. Therefore, a library branch could be located next to a single family dwelling or a dense shopping center.

Mr. Langlois said these are the types of areas that are being explored; it is so much more than just finding a piece of property. He said it would be desirable to have discussions with the Board to define the direction to take.

Ms. Johnson asked the brokers if the Library moves further south, have they studied the transportation routes and bus accessibility for people to get to the branch. Mr. Langlois replied affirmatively, noting they studied the CATS routes specific to Lee Drive, and Staring Lane. He said he understands that Staring Lane is the boundary for the Bluebonnet Branch service area. He said when one goes south of Highland Road, one loses some of these routes. It would be beneficial to discuss this issue with CATS officials.

Mr. Watts noted that the LEO, LLC study dealt with a breakdown of the transportation issues. Mr. Watts noted that Sperry Van Ness has a copy of that study. That study covered public transportation and traffic volume. At this point the figures would be three years old, but they would still be helpful. He also said he felt, if anything, the figures would have increased in the

three years since that report. He added that he did not think the report cited hourly figures; it was not that detailed. It was most likely annual figures. Ms. Juneau said her firm has a program that can give us traffic counts.

Ms. Payton asked how far from the Bluebonnet Branch are the green cluster of potential sites as opposed to the red cluster of sites that the brokers showed the Board today. Mr. Langlois replied that the mileage was reviewed. In the early demographic studies they looked at a 1-mile, a 3-mile and a 5-mile range. In Baton Rouge you really need to study a 5-minute, 10-minute, 15-minute and 1 hour drive time. He said that was taken into consideration. The Bluebonnet corridor was approximately 5 miles. He noted on Burbank Drive, one can drive 55 miles per hour which decreases the drive time.

Ms. Juneau explained that they broke their study into two phases. It was understood that we all wanted to locate the branch in the area with the red clusters. That was Phase 1. But it was found that the Phase 1 sites did not seem feasible. So Phase 2 was started, which considers the areas in the green clusters. Ms. Juneau emphasized that they are not giving up on the Phase 1 sites, but it does seem that this area may not work. She gave the example of waiting on the Pennington site. Ms. Payton replied that we contacted Pennington a year ago and they do not want to sell to the Library. Ms. Juneau then said what she is worried about is that if we wait too long for something to become an option in the red clustered area, the sites in Phase 2 will be purchased and there will be very few available properties and the prices will be too high.

Ms. Payton said she would like to know where we are now in the process. She asked what the next step will be in finding a site for this branch, especially in light of the fact that the brokers are considering moving south and closer to the Bluebonnet Branch. Mr. Langlois noted that another impediment in this search is that Lee Drive is a two lane road. It is a high traffic street, and there is contentious debate about widening it to four or five lanes. He told Ms. Payton that he will run some demographics and studies to inform the Board of the exact distance and mileage, and also for a 5 and 10-minute drive time.

Mr. Langlois also said that there have been so many excellent infill projects in Baton Rouge that this may be a possibility for the Library. A developer will buy an old long vacant building, and renovate it. With this in mind he said we contacted the East Baton Rouge Parish School System regarding the lot next to the Valley Park Elementary School and also the Southdowns Elementary School on Hood Avenue. He noted, however, at this time the School System is completely utilizing these sites.

Mr. Leger asked if it is correct that Kenilworth Parkway is going to be extended to Burbank Drive. Mr. Langlois replied affirmatively, but he noted that where it will extend at that corner, there is already signage from developers. Mr. Luther said he thought land was purchased in Kenilworth at Seyburn Drive for the road extension. He noted that there is a cemetery where Kenilworth Parkway currently ends at Highland Road. He said extending Kenilworth is still being discussed, but it will not happen soon.

Mr. Langlois added that the brokers looked north of Kenilworth at a lot where Spectrum Fitness is located. The lot is narrow closest to the street and widens toward the back of the lot up to the

train tracks. The issue there is when and if a road is built there, it could possibly be 70 feet wide with servitudes and setbacks and it could possibly run through or on the side of the property.

Mr. Langlois then said that the West Lee Drive and Burbank Drive corridors were investigated. Developers are in the planning stage there. The developers may not need the large frontage on the properties they are buying. It may even be more property than may be needed for a branch. The Library would be a great entity to be adjacent to these developments. Patrons would come to the Library combining that visit with shopping errands. Five or six retailers are investigating this area.

Ms. Wascom said the Library looked at these areas for many years. We were concerned about wetlands issues. It's the last bottom land hardwood area in the parish. One of the sites is also adjacent to a student complex. Since we depend on property taxes we are looking for a site for a branch that would serve the entire community, and not just a student complex. Ms. Wascom added that another concern was the traffic involved during LSU sporting events and the hours of operation for the library branch. She noted that she lives in Southdowns and is very aware of this traffic concern and the redevelopment in her area. She repeated that LSU students will use the branch, but it should also serve the entire community that pays the property taxes.

Ms. Juneau replied that she understands what Ms. Wascom's concerns are. She pointed out that some of these multi-family complexes do not cater just to college students. Many young adults in their 20's live in these complexes. Ms. Juneau noted that many life-style facilities are building there. These properties have a commercial component at the front of the complex with multi-family residences in the back. She felt this type of area would be a positive for the Library system. She said she combines all of her errands with her daughter in one area. Ms. Juneau added that if a library were in that area she would include it in her activities. She used the Bluebonnet Regional as an example of this type of service area. Her daughter enjoys the library while Ms. Juneau does some work in the library.

Mr. Langlois told Ms. Wascom that we understand her concerns and agree with her comments. He said one of the biggest challenges in this search area is overcoming the busy two-lane Lee Drive and the student housing. He added that we are still working in the Phase 1 area. Ms. Wascom replied that she is aware that the brokers' job is difficult. Ms. Juneau agreed it is a challenge, but one that they are happy to pursue. Mr. Langlois said all we need is someone who will give us four acres in the Perkins Road/Lee Drive corridor. It is understood that there are positive and negative aspects of each site. The brokers think they can utilize a wealth of knowledge and resources because this is what they do every day. He noted their goal and mission is to find a site for the branch library.

Ms. Wascom asked about sewerage and drainage programs because the subdivisions in that area often times flood. She said new piping is being installed which is visible from the street. She would like the brokers to analyze areas that are considered and are in flood zones. Mr. Langlois agreed and said the bioswales at the Main Library are examples of how necessary these are in large parking lots. He felt these types of drainage elements should be incorporated in new construction areas.

Mr. Langlois asked if there were any further questions. Ms. Juneau told the Board that we will continue to work on sites in Phase 1, but will also look at areas in Phase 2. She said we would like to know if the Board supports us looking in the Phase 2 area before we proceed any further there.

Mr. Leger said he does not oppose searching near Burbank Drive. He said the Board has known for a long time that it is going to be difficult to find a site on Perkins Road. He added he is not concerned about the proximity to LSU because the students will use the branch. They are paying property taxes through their rent. However, the cost of and process of mitigation in a wetlands area does concern him. He wondered if the Board wants to get involved in that type of process. We have already looked at some sites in earlier searches there that were interesting. Ms. Juneau asked Mr. Leger if his concern is the cost, the length of time to do required to do the mitigation, or a combination of both. Mr. Leger replied both along with the complexity of the process. This would be a more difficult process than the Library has undertaken previously.

Ms. Payton noted that along these same lines, in the past the Library was given a land donation on Burbank Drive near Ben Hur Road which we eventually returned to the donors. She said she is concerned that the public will not support us purchasing property in the same area where we turned down donated wetlands that would have needed to be mitigated. Ms. Payton said the truth is that this is what we will probably have to endure in attempting to purchase in this wetlands area. She noted that as a Board we have weathered many storms and we would weather that if necessary. We will need to really discuss this if it appears to be the direction to take.

Ms. Juneau said ideally the Library could partner with one of these developers who is building a TND in that area. They would be mitigating the land. The Library could ask if the developer would donate or sell at appraised value 4 acres of the mitigated land. Most developers will agree to this type of arrangement because they would have a quality anchor in their TND. Mr. Leger said it's a good idea, but this is very similar to an avenue we explored several years ago. Ms. Juneau asked if he is referring to Rouzan to which Mr. Leger said yes. Mr. Leger said as already pointed out, possibly there is already in existence a development with some frontage they don't need. That might be suitable for a library branch. The scenario would have to be significantly different from what we have explored previously. Ms. Juneau explained that with the Rouzan project, the developer had a master plan that needed to be approved.

She said the brokers are describing something else. She gave an example of a developer who owns a tract of land at the corner of Burbank Drive along the curve of the road. He is selling lots. He doesn't have a master plan, but he knows the types of buyers and businesses he wants in that area. She added that there would be no strings attached. There may be some restrictive covenants such as fees for the upkeep of common areas or regulations regarding maintenance or landscaping of the property. Ms. Juneau said this is the type of development she is proposing.

Mr. Langlois said he understood what Mr. Leger was expressing. The Board wants to be "the Library", and not "blank's Library"; not someone else's Library. He said he thinks the Board and the brokers are in agreement about what is wanted and needed. Mr. Leger said what Ms. Juneau described would be interesting. He added the Library would get a lot of benefit being located in an area with other amenities.

Ms. Payton asked for any other comments from the Board.

Mr. Jacob asked about the area around Ben Hur Road and Nicholson Drive. He asked the brokers if they looked there. Mr. Langlois said there is recent development there for a subdivision and talk of building multi-family residences. He said we are not aware of a site there at this time. He said we will do some further investigation.

Ms. Johnson stated that she understands that the Phase 1 area has many roadblocks and concerns. She asked what the overall schedule and delivery time are and how soon will the work be completed. Mr. Langlois replied that the plan is to have this list of sites further defined and narrowed within the next 30-45 days. We know which sellers are not interested in working with the Library. Some have said they are not interested in selling now, but may be willing to give the Library an option to buy in the future. The future is not defined, so that does not help the situation. Mr. Langlois said that within the next 30-45 days we will have 4 or 5 viable candidates that the Board can discuss.

There being no further Board comments, she asked for public comments. There were none. Ms. Payton thanked Ms. Juneau and Mr. Langlois for their presentation and for the hard work they have done.

VII. Comments by the Library Board of Control

Ms. Payton asked for comments from the Board. Ms. Johnson congratulated the staff and Library for their first award of 2016 for the roof on the Main Library at Goodwood. Ms. Payton agreed.

Ms. Payton thanked the Board members again for her re-election as President of the Board.

There being no further comments, Mr. Luther made a motion to adjourn, seconded by Mr. Jacob. The meeting was adjourned at 5:37 p.m. by unanimous vote.

Ms. Kizzy A. Payton, President

Mr. Spencer Watts, Library Director