

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
SEPTEMBER 21, 2017
4:00 P.M.

PLEDGE OF ALLEGIANCE

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 17, 2017

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORTS

IV. OTHER REPORTS

- A. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS
- B. MISCELLANEOUS REPORTS

V. NEW BUSINESS

- A. VOTE TO SEND COMMENTS TO CITY-PARISH ADMINISTRATION CONCERNING TAX ABATEMENT PROPOSAL - MR. SPENCER WATTS

VI. OLD BUSINESS

- A. UPDATE ON RIVER CENTER BRANCH LIBRARY CONSTRUCTION – MR. SPENCER WATTS
- B. UPDATE ON RENOVATION OF GREENWELL SPRINGS ROAD REGIONAL AND JONES CREEK REGIONAL BRANCH LIBRARIES – MR. SPENCER WATTS AND MS. PATRICIA HUSBAND
- C. UPDATE ON SEARCH FOR A SITE FOR A SOUTH BRANCH LIBRARY – MR. SPENCER WATTS

VII. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

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

Minutes of the Meeting of the
East Baton Rouge Parish Library Board of Control

September 21, 2017

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, September 21, 2017. Mr. Jason Jacob, President of the Board called the meeting to order at 4:01 p.m. Members of the Board present were Mr. Logan Leger; Mr. Donald Luther, Jr., Ms. Candace Parker, and Ms. Kathy Wascom. Absent from the meeting were Board members, Mrs. Martha Guarisco, and Ms. Terrie Johnson. 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; Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; and Ms. Liz Zozulin, Executive Assistant to the Library Director. Also present were Mr. Brian Thornhill, Library PC LAN Administrator; and Mr. Stu Craig, Library Network Technician I; Captain Blair Nicholson, with the East Baton Rouge Parish Sheriff's Office; and Mr. Frank Hillyard, videographer for Metro 21.

Mr. Jacob asked Mr. Luther 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 August 17, 2017. Ms. Wascom asked that an error on page 15 be corrected. Service Transportation Board should have read Surface Transportation Board. Ms. Wascom made a motion to approve the amended minutes, seconded by Mr. Luther, and approved unanimously.

III. Reports by the Director

A. Financial Reports

Mr. Jacob asked Mr. Watts to present the reports. Mr. Watts asked Ms. Pinsonat to make the financial report. Ms. Pinsonat said for 2017, operating expenditures through August 31, 2017 are \$24,448,653.78, or approximately 56.21% of the operating budget. Through August, we should have spent no more than 67% of the operating budget.

Cash collections from Property Taxes for 2017 are ahead for the same nine months as last year, and we are approximately \$1.430 million and 3.51%, ahead of 2016. These figures are down from August because of the way interest earnings will be posted in the new accounting system.

Ms. Pinsonat added that the new accounting systems will be launched on October 2, 2017 by the City-Parish Finance and Purchasing Departments. These systems have been in development for

almost one year. However, there may be unexpected errors that could prevent the Library Business Office from producing financial statements for October's Board meeting.

Ms. Pinsonat asked if there were any questions about the financial statements. There were none. Mr. Jacob asked for any other comments. There being none, he read Item B.

B. System Reports

Mr. Watts asked Ms. Stein to give the systems report. Ms. Stein gave the *Around the Parish* report.

- School began for the year in August. Tours of the Library by school groups are being scheduled and students are asking for homework assistance.
- The Adult Summer Reading Program was completed with a presentation by the co-authors of the book, *Cashed Out*. Ayan and Michael Rubin entertained those attending with background on their approach to writing their books.
- A partial solar eclipse was visible on August 21, 2017. Pop-up programs occurred in many locations, as patrons and staff viewed the event with special glasses, or through indirect means.
- At the Delmont Gardens Branch Library, the staff planned a formal solar viewing party with materials provided by NASA. A special screen was erected for photo opportunities. The turnout by patrons was excellent for this historic event.
- The *Game of Thrones*, an after-hours extravaganza at the Main Library occurred on August 25th. Mr. Adam St. Pierre, Librarian in Computer Services, dressed as one of the characters and promoted the event on local TV channels. Ms. Barbara Roos, Coordinator of Teen Services, acted as the emcee for the evening.
- Members of the Society for Creative Anachronism visited the event in costume adding to the fun and excitement. Dueling was demonstrated, and young patrons enjoyed Nerf jousting.
- The Main Library hosted the Capital Region Planning Commission's charrette about MOVE 2042, the long-range transportation plan for the capital region. FuturEBR plan by the City-Parish Planning Commission was also on display for public comment.
- New furniture has been arriving at the Bluebonnet Regional Branch Library. New furnishings have been enthusiastically received by patrons and are part of the renovation project for that branch.
- New resources are available in the digital library. *CQ Researcher* provides reporting and analysis on issues in the news for students and adults.
- *Gale Small Business Builder* is an interactive planning tool for new and experienced business owners. *Sage Business Researcher* provides in-depth coverage of issues in business, management and economics.

- A re-enactment of the Marche de Galvez will be held on Sunday, September 24th commencing at Galvez Plaza. After a call to arms, participants will march down Third Street to defeat the British near the site of the original fort.
- Special guests for the re-enactment will include Mayor Broome, a representative from Cocoa Cola and the Southern University Marching Band.
- The 40th Annual Author-Illustrator Program on October 5th and 6th will feature author and illustrator Rosemary Wells. The presentation on October 5th is free and open to all ages. The workshop on the 6th is the only paid event the Library holds each year. It is directed toward college students, teachers, librarians and those interested in writing.
- Students can apply for a scholarship to attend the Author-Illustrator workshop. The scholarship endowment was made possible by a donation from Richard Peck, our first author-illustrator.
- The 17th Annual Attic Treasures & Collectibles event will be held on Saturday, October 7th from 9:00 a.m. to 1:00 p.m. Local experts will be on hand to study and evaluate items for patrons. The Library database P4Antiques will be available to assist patrons to conduct research regarding their treasures.
- The Baton Rouge Mini Maker Faire[®] will be held on Saturday, October 21st at the Main Library from 10:00 a.m. to 5:00 p.m. The theme this year will be *Feed your Brain*. This year's focus will be on the Louisiana Food Culture with special guest, Chef Jay Ducote.

Ms. Stein directed the Board to *City Social* magazine. On page 17 Cocoa Cola announced their celebration of the Baton Rouge Bicentennial with special Bicentennial Coke bottles available in stores in September.

Ms. Stein mentioned other upcoming events such as the Pride-Chaneyville Branch Library Community History Festival, and the State Library's annual Book Festival.

She concluded her remarks by discussing the statistical reports. She noted that the number of items checked out from our physical collection and our gate count have increased, indicating a move in a positive direction after the Great Flood of 2016.

She then asked for questions. There being none, Mr. Jacob thanked Ms. Stein. He asked for public comments. There were none. He then read Item A under Other Reports.

IV. Other Reports

A. Maintenance Report and Additional Capital Projects

Mr. Watts stated that Ms. Husband will report on maintenance and capital projects. Ms. Husband said for the Exterior Lighting Project for the Baker, Delmont Gardens, Eden Park, Scotlandville

and Zachary Branch Libraries, the City-Parish Department of Public Works, Buildings and Grounds Section executed the Certificate of Substantial Completion and Construction Change Directive (CCD) #2. The project is 99.5% complete, although there are a few items to repair including a lamppost damaged by a falling tree at the Baker Branch Library. Change Order #1 was also recently issued. This document was forwarded for signatures this week. The project is scheduled for Final Acceptance within 45 days, sometime before November.

The carpet installation at the Zachary Branch Library has been completed. The building remained open during the installation.

Ms. Husband told the Board that the installation of new furniture at the Bluebonnet Regional Branch Library began the first week of September. The hurricanes in other parts of the country did have a slight effect on the delivery of some of the technology tables, and individual study units. She said we have scheduled the installation of these tables for next week. The *Connectrac* installation is complete, so that the tables can be connected for power and data through the *Connectrac* wireway system.

The Library Facilities Management Division moved some of the existing furniture to allow for the installation of the new furniture. Additional shelving has been installed in the adult area. New circular display shelving near the entrance is partially complete, awaiting the arrival of additional parts to finish the installation. In Children's Services some of the existing shelving was shifted in order to add some new shelving. The service desks are scheduled to be delivered in October.

Ms. Husband said she hopes to have some photos of the Bluebonnet renovation featuring the new furniture at next month's Board meeting.

She asked for questions. Ms. Wascom asked if the exterior lighting at the Jones Creek Regional Branch was repaired. Ms. Husband replied that the repair was scheduled for this week, and if it has not been completed, it will be shortly.

There being no other questions, Mr. Jacob thanked Ms. Husband and asked Mr. Watts to give the Miscellaneous Reports under Item B.

B. Miscellaneous Reports

Mr. Watts said Ms. Pinsonat mentioned the new City-Parish financial system. He added that there will be a period of change and transition which may cause some delay in producing reports next month. However, all Library staff involved in the training sessions for the new system have been impressed with it. Ultimately, the new software will streamline many accounting functions such as inputting orders, and tracking them. A temporary ban on making major purchases is in force until October 2nd as the new system is installed and activated. We should be able to purchase after October 2nd. Usually in mid-October, the City-Parish halts new major purchases so that all purchases in the current year can be completed and accounted for. Under this schedule we should have some time this year to order using the new system.

Mr. Watts then discussed the RFID tagging project. He said good progress is being made and as of September 15th, 291,170 items have been tagged. Mr. Thomas Miller, Project Manager from Backstage Library Works, has experienced worker turnover which has slightly slowed the tagging. The turnover is normal because people do not appreciate the amount of standing and repetitive movement needed for this project. Mr. Watts noted that new employees have been hired to fill all but one of the vacancies.

Today Mr. Ronnie Pierce located the Change Order for mk Solutions. This Change Order will allow the Library to purchase the remainder of the equipment needed for the RFID system. The equipment will allow us to implement the kiosk, and the self-check unit. This Change Order was approved in July and was processed. The Library received a copy of the Purchase Order, but the vendor did not receive one. Mr. Pierce sent mk Solutions a copy this morning.

Mr. Watts then spoke about the Cooperative Endeavor Agreement (CEA) with BREC for the shared costs at the Main Library and Independence Park. We are moving closer to the reconciliation of payments by both parties as agreed upon in the CEA. BREC recently sent us an invoice for the improvements to the parking lot adjacent to the BREC Theatre. BREC had made several other parking lot improvements during the Main Library construction phase which the Library has paid. Personnel changes in both organizations since the CEA was signed, contributed to much of the delay in finalizing and reconciling all charges and payments. The Library would like to complete this process by the end of this year.

Mr. Watts reported on the Virtual Desktop project. The normal adjustments and refinements were made by staff as the Citrix software was prepared for installation. These issues were overcome, and the feedback and performance of the new software have been positive. We now have over a dozen patron workstations in use. Patrons do not seem to notice any change in the performance of the computers. Over time this software will decrease costs and increase efficiencies when troubleshooting problems.

Mr. Watts briefly mentioned the new furniture at the Bluebonnet Regional Branch Library. He said the staff appreciates the patrons' patience during the furniture installation. As we remodel and renovate other regional and community branches, this same process will occur. The renovation of the Greenwell Springs Road and the Jones Creek Road Regional Branches will be more disruptive because of the extensive amount of demolition and construction planned. Plans by the staff for the process can be altered when vendors' schedules change. Hurricanes Harvey and Irma had an impact on furniture delivery to the Bluebonnet Branch. Shipping routes through Houston and Jacksonville were disrupted causing delays in shipping. Patron response to the new furniture has been positive because it is more comfortable, and works better for their needs. When we replace furniture at the Jones Creek Branch, we hope patrons will be extremely pleased because the furniture there is very worn and old.

Mr. Watts said a new initiative has been established for periodic inspection of the exterior condition of our facilities. Inspections have already been completed at the Carver, Delmont Gardens, Fairwood and Jones Creek Regional Branch Libraries. Several improvements and problem areas have been noted. These will be included in the maintenance work programs done by the Library Facilities Management staff. These inspections are important. For example, in a

flower bed area soil was being washed onto the sidewalk creating mud, and a potentially dangerous situation. The staff corrected this problem immediately.

Mr. Watts announced that Ms. Barbara Roos, Librarian Coordinator for Teen Services, has retired. We wish her well and she will be missed. Our Teen Services staff are very energetic, and highly creative. They plan very innovative programs for their patrons such as the *Game of Thrones* Extravaganza. Ms. Roos established a strong working relationship with her staff and, they therefore, will be able to continue providing excellent service to our teen patrons. On many occasions our teens can be our most challenging patrons because they are experiencing many needs as part of their growth to adulthood. Providing engaging activities and programs for them is very critical, and we are grateful to our Teen Services staff.

Mr. Watts told the Board that a patron, Mr. Larry Willie Foster, died at the Main Library this week. He became ill very suddenly with a possible heart attack or stroke. Death occurred quickly with little prior warning of his fatal distress. The staff and patrons did all they could to help him. One patron who was certified to offer assistance came forward, and as the staff called EMS, a patron also made the emergency call. Many of the Library staff were distressed because of the nature of the death. Patrons do get sick at the Library, and usually EMS is called to offer medical aid and transport to a medical facility. However, in this situation, EMS could not revive him. Compounding the event was the fact that many staff and patrons knew him, as he was a frequent patron of the Library and was well liked. The City-Parish Employee Assistance Program (EAP) has been contacted and will provide support sessions for staff that need it.

This event reminds our staff that we help the public with a variety of needs such as searching for employment, and looking for information regarding the illness of a family member, or their own. Staff provide assistance to patrons who are experiencing stressful situations. However, the death of a patron in our facility is one of the most stressful events staff will witness. Approximately 2 million people visit our Library System each year. The odds are a death can occur at some point with this level of customer visits.

Mr. Watts concluded the miscellaneous report and asked if there were any questions. Mr. Luther thanked Ms. Roos for her service. He said she was very kind to his family, and we will miss her. Mr. Luther also expressed his condolences to Mr. Foster's family.

Mr. Jacob asked for any other public comments. Their being none, he read Item A under New Business.

V. New Business

A. Vote to Send Comments to City-Parish Administration Concerning Tax Abatement Proposal – Mr. Spencer Watts

Mr. Watts referred the Board members to the tax abatement proposal and the supporting documents. It is a relatively small abatement proposal in the amount of \$1,419.00 per year for five years. The property is located in the Downtown Development District at 214 South 14th Street.

He said generally in the past the Board has chosen not to comment. We have relied on the City-Parish Metropolitan Council to make the decision on the economic and developmental impact of the abatement. Mr. Leger said since we typically do not comment, he felt the Board should not comment on this request. He made a motion to that effect. Mr. Jacob agreed with Mr. Leger that in the past the Board has made no comment. Mr. Watts noted that many years ago the Board may have made some comment on a couple of these, or asked questions of the Metropolitan Council. Mr. Jacob asked for a second motion. Ms. Parker seconded the motion to make no comments on the abatement request. The motion passed unanimously.

Mr. Jacob asked for any public comments. There were none. He then read Item A under Old Business and asked Mr. Watts to make his report.

VI. Old Business

A. Update on River Center Branch Library Construction – Mr. Spencer Watts

Mr. Watts discussed the River Center Branch project. He displayed a recent drone image of the River Center Branch Library construction. This image is appended to the minutes. In the last few days the contractor has added external sheathing. The dry weather has enabled them to make up for some of the days lost in June and July when we had very rainy weather.

At our meeting at the site on September 7th we were able to walk through all four floors of the structure. It gave us a good view of all the progress being made in the recesses of the building. We could also observe the framing for the windows, and see the types of views from these windows. The views from the west and the north are spectacular, as are the views of downtown.

On Wednesday, September 13th the Library staff and Ms. Angela Hyatt, an architect from Schwartz-Silver met for the day to review the furnishings on each floor, including chairs, tables, computer tables, children's chairs, outdoor seating, craft tables and furnishings for the maker space. We covered most of the public areas of the building. We studied the styles, how different furnishings will fit with the building aesthetics, and the key design features on each floor. We discussed the reliability and reputation of the various furniture manufacturers. The durability of various finishes was also reviewed. We are now working on the pricing of these items from a probable cost budget. A determination will be made regarding which items can be ordered. The Library staff gave the architects a large amount of data which they will use to provide us with more precise pricing and specifications.

We have scheduled several additional meetings to finalize the furnishing orders. At the next meeting we will discuss the staff areas, back-of-house furniture, and the stacks and shelving. We are reviewing all of the materials the architects are suggesting as opposed to allowing the architects to make the final choices for our staff.

Mr. Watts added that on Friday, September 15th the Library staff met with members of the architectural team including Mr. Ron Willis from the technology consultants, Shen, Milsom, Wilke, Inc. of northern Virginia. Our staff included members of our Computer Services, our

Facilities Management and Branch Services Divisions. We reviewed the general conditions and requirements for items such as raceways, cabling and electrical. We concentrated on specification details for audio and visual components throughout the building, and specialty items in areas such as the media lab and the maker space. The staff gave close scrutiny to the requirements for items such as the exterior media wall and its components. Our goal is to ensure we build a robust, simple AV system for the meeting room that is durable and easy to use. We want to avoid the need to extensively re-set the system after each use. We want the systems, however, to be sophisticated enough to provide multi-media presentations when necessary. Both the consultant and the Library staff were able to share much good information which is important. Our staff are choosing most of the maker equipment. However, we need the technology support systems for it, and we need assistance with the media lab, the teen area, and the exterior media wall. We want a wall in which we can replace individual tiles that malfunction without having to replace an entire board.

Mr. Jacob asked if there would be roof top access for this building similar to the Main Library. Mr. Watts replied that there would not be a roof top terrace. However, there will be a terrace which will wrap around the west side of the fourth floor. The terrace will provide wonderful views. He emphasized that no gravel will be used on this terrace. He pointed out the location using the drone image on the screen. This space will have some shading from the elements.

Mr. Watts reported that there were some sewer conflicts and adjustments that needed to be made. These were scheduled starting on Friday, September 8th through Sunday, September 10th. The HVAC capacity was also upgraded. Unfortunately, however, a breaker that was replaced will not be sufficient for the capacity it needs to handle. Coordinating another time to complete the breaker work will be a challenge because the chilled water lines also serve the Old State Capitol, the Raising Cane's River Center and the Louisiana Arts and Science Museum. These facilities have extensive schedules and weekend events. The breaker upgrade may be delayed until November which would delay the extension of power to our building site.

During the construction site meeting on September 7th our staff was able to test the mockup for the inverted paver stones. The results seemed satisfactory, and the surface was smooth and accessible. Mr. Watts said he wants to see information on the friction coefficient for this side of the pavers. He noted that he will share this data with the City-Parish Risk Management Division for their opinion.

The fire stairs have been completed, but the railings have not been placed. Temporary wooden railings have been installed. There was a delay at the fabrication plant which has been resolved. Much of the metal studwork has been installed allowing one to see the floorplan layout. Work has started on above the ceiling rough-ins for ducts and electrical wiring.

Mr. Watts noted that millwork submittals have been reviewed by the Library staff with notes on changes and corrections. Most of the paint and wall covering submittals have been given to the architects. The Library staff chose a new wallcovering for the large meeting room because the original choice has been discontinued. A Request for Information on the fireproofing and the welded roofing seams is still outstanding. The contractor submitted a proposed change order for the white boards in the building to be replaced by glass boards. The staff's experience is that the glass boards perform better than the white boards especially under heavy use. The price given for

that change is rather high. Possibly a credit was not applied for the cost of the white boards. We may select glass boards for high use areas and gradually replace the white boards when they cannot be cleaned to remove the ghosting.

City-Parish Architectural Services and the Library have not completely resolved the issue of the exposed grade beam at the Plaza level. The exposure is over a foot high. The overall plaza revisions due to the elevation adjustments have not been officially approved.

Mr. Watts asked if there were any questions about the River Center Branch construction project. Mr. Luther said the tiles at the Main Library were within specifications and ADA compliant. He noted, however, these tiles are still uncomfortable under foot. The cement sidewalk is so much better than the tiled surface. He asked if the River Center contractor will provide a sample of the proposed correction in order to try it out. Mr. Watts replied that they have already supplied this sample which the Library staff walked on. The area was 3' x 7', and it was easy to walk on even with some moisture on it.

Mr. Jacob asked if the project is still on schedule to be completed in October of 2018. Mr. Watts replied that he noticed the contractor has requested an additional eight days for construction because of the rain in July. Those days may not all be approved when the charts and formulas are applied. The building construction may be completed in October of 2018. However, the inspection and punch list items must be completed along with the final acceptance before we can install the furniture, and move the books that were in storage and shelve all the materials. January of 2019 is a more realistic date for an opening to the public.

Mr. Jacob asked if there were any additional comments. There being none, he read Item B under Old Business.

B. Update on Renovation of Greenwell Springs Road Regional and Jones Creek Regional Branch Libraries – Mr. Spencer Watts and Ms. Patricia Husband

Mr. Watts said the Library staff met with Mr. Jim Frey, architect with City-Parish Architectural Services on August 30th about both projects. Our meeting was productive. We reviewed the budget and the value engineering options for the Jones Creek Regional Branch recommended by Mr. Steve Jackson of Cockfield-Jackson Architects. Mr. Watts noted that a couple of years ago we budgeted \$400,000 for furnishings for this branch. We decided to delay purchasing new furniture until the renovation project began; knowing purchasing new furniture would be part of the renovation and re-purposing project. Mr. Frey agreed that the \$400,000 could be applied to the upgrade of the facility. We are working with the architects to assure that we are on budget for this \$4 million renovation.

Mr. Watts then discussed the Greenwell Springs Road Regional Branch Library. The architects for the project from Bradley-Blewster Architects delivered a full set of preliminary construction documents last week. The Library staff is completing the review of the finish and fixture schedules which we will discuss with the architects next week. Ms. Husband and Ms. Lori Juge, Ms. Melinda Newman, and Ms. Chi-Ling Liu of Branch Services Division have begun reviewing the

construction documents, making notes for discussion with the architects. Mr. Watts said he'd like to begin the renovation of this branch as soon as possible. The architects understand the urgency of completing this project.

Ms. Husband added that she and her staff are reviewing the floor plans. She has asked Mr. Brian Thornhill to check the proposed specifications in the IT plans. She added that all of their notes will be submitted to the architects for incorporation into the construction documents.

Mr. Watts asked if there were any other questions about either renovation project. Ms. Parker asked if the Greenwell Springs renovation is on schedule to which Mr. Watts replied affirmatively. He noted that the Jones Creek project is slightly behind schedule, and is still in the design development phase. They are 6 – 8 weeks behind the Greenwell Springs project. The Jones Creek project was initially scheduled to be done before the Greenwell Springs renovation because Jones Creek is the oldest building. After the flooding of the Greenwell Springs facility, however, we decided to make this branch the first priority.

Ms. Parker said when she visited the Jones Creek Regional Branch, she noticed a cracked window in the Children's Services Division. She thought that since the renovation includes changes to this area, the window would be addressed during the renovation. Mr. Watts replied that the cracked window will need to be replaced before the renovation project begins. Getting cracked windows repaired has been an issue over the last several years. Service for replacing broken windows is completed more timely. Mr. Tim Bankston, the former Library Facilities Manager, was working on the window repairs and replacements before he resigned from the Library. Ms. Husband said she will check on the status of the window repair at the Jones Creek Branch.

Mr. Jacob asked if there were any additional comments on either renovation project. There being none, Mr. Jacob thanked Mr. Watts for the information and then read Item C.

C. Update on Search for a Site for a South Branch Library – Mr. Spencer Watts

Mr. Watts said that Ms. Kathryn Juneau, real estate broker with Sperry Van Ness/Graham, Langlois & Legendre, LLC, worked on researching the property on Moss Side Lane because it appeared to be a good potential site for a south branch library in our price range. Ms. Juneau discovered that only part of the site was wetlands, and that the Army Corps of Engineers had done a jurisdictional determination. The date of the determination is within the certified period so that this document is currently valid. Unfortunately, the location of the wetlands, would make it very difficult to use the site without extensive remediation. This site could have other uses in which the wetlands could become a feature. In our situation it would be difficult to construct a building and provide parking. Mr. Watts said the Board members have been given a map which illustrates where the wetlands are located. He also said we should turn our attention to other possibilities unless the Board thinks otherwise.

Mr. Watts said he asked Ms. Juneau to work on several other options. We can look at properties owned by the School Board even though we know that there isn't a high probability of success. School Boards are reluctant to sell properties because they may be needed for future facilities. They

may also have long range plans for all of the properties they own. Since we did not have much to report for this meeting, Mr. Watts said he asked Ms. Juneau to attend the October meeting rather than today's meeting.

Ms. Wascom asked if Mr. Watts or Ms. Stein has met with the Superintendent of the East Baton Rouge Parish School System rather than having the realtor contact him. Mr. Watts replied that he intends to speak with him. He noted that Ms. Juneau had approached the School System in the past and she felt that the Library staff might get a better response as one non-profit or government entity to another. Ms. Wascom said the School System is worth pursuing. She added that a meeting of an agency head with another agency head could reveal some possibilities.

Mr. Luther said the Metropolitan Councilwoman from that district has expressed to him an interest in a library site for the south branch. She is a former member of the School Board, and may possibly be able to assist us. Mr. Watts said we had an impromptu conversation with her when we attended an event. Mr. Watts said he will try to set up a meeting to determine what might be available through the School System.

Ms. Wascom suggested that Mr. Jacob or another Board member would be willing to attend the meeting. Mr. Jacob agreed. Mr. Watts thanked the Board members.

Mr. Jacob asked if there were any additional Board comments. There being none, he asked for public comments. There were no comments.

VII. Comments by the Library Board of Control

Mr. Jacob read Item VII. Ms. Wascom said the Library System's projects and services are going well because we have a good and efficient Library staff. She thanked the staff. Mr. Watts thanked Ms. Wascom for recognizing that, and he agreed that the Library has a good, hard working staff.

Mr. Jacob said he would like to express his condolences to the family of Mr. Larry Willie Foster. He told Mr. Watts to express the Board's condolences if he speaks to the family.

Mr. Jacob asked for other comments. There being none, he asked for a motion to adjourn. Mr. Luther made a motion to adjourn, seconded by Ms. Parker. The meeting was adjourned at 5:04 p.m. by unanimous vote.

Mr. Jason Jacob, President

Mr. Spencer Watts, Library Director

RCB Construction Site Drone Image – September 14, 2017

