PLEDGE OF ALLEGIANCE

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF SEPTEMBER 21, 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. LIBRARY OVERVIEW OF 2017 – MR. SPENCER WATTS

   B. APPOINTMENT OF EVALUATION COMMITTEE; ANNUAL PERFORMANCE EVALUATION OF LIBRARY DIRECTOR – MR. JASON JACOB

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 AND MS. KATHRYN JUNEAU - SPERRY VAN NESS

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.
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, October 19, 2017. Mr. Jason Jacob, President of the Board called the meeting to order at 4:05 p.m. Members of the Board present were Mr. Logan Leger, Mr. Donald Luther, Jr., Ms. Candace Parker, Mrs. Martha Guarisco, and Ms. Kathy Wascom. Absent from the meeting was Board member, 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. Also present were Mr. Brian Thornhill, Library PC LAN Administrator; Ms. Andrea Gallo, reporter with *The Advocate*; and Mr. Frank Hillyard, videographer for Metro 21. Ms. Kathryn Juneau of Sperry Van Ness also attended. Ms. Liz Zozulin, Executive Assistant to the Library Director was absent from the meeting.

Mr. Jacob asked Ms. Parker to lead the Pledge of Allegiance to the Flag.

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

Mr. Jacob asked for the approval of the minutes of the regular Library Board meeting of September 21, 2017. Mr. Luther made a motion to approve the amended 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 Ms. Pinsonat to make the financial report.

Ms. Pinsonat said that for 2017, operating expenditures through September 30 are $25,775,177.78 or 59.26% of the operating budget. Through September, we should have spent no more than 75% of the operating budget. Because of the transition period for the new accounting system, no expenditures were submitted or recorded for 3 weeks, thereby giving the appearance that our expenditures are below the norm for this time of year. However, we continued to spend at a normal pace, even if it is not yet reflected in this statement. Once all our outstanding invoices are entered and paid, we expect total expenditures to more closely mirror those of prior years.

Cash collections from Property Taxes for 2017 remain ahead the same ten months last year, as we are approximately $1,340,000, and 3.28%, ahead of 2016.
B. System Reports

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

- New Playaway audiobooks for adults have arrived as part of a 6 month pilot at the Main Library and Greenwell Springs Road Regional Branch. These are very small and can be plugged into car audio systems.

- More new furniture arrived at the Bluebonnet Regional Branch: Agati Pods, and the Light Brite and Magnetic Wall for the children’s room.

- LexisNexis Legal and LexisNexis News are new offerings in the Digital Library, offering a much better alternative to WestLaw in terms of cost and accessibility.

- The Marche de Galvez was a big success, with hundreds joining in the reenactment of the colonial battle of Baton Rouge. The artillery unit was a big hit and the Southern University Marching Band created a terrific experience. Coca Cola Bottling presented the first Bicentennial Bottle to Mayor Sharon Weston Broome and then shared commemorative bottles with all the participants.

- The 40th Annual Author Illustrator Program featuring Rosemary Wells was also very successful. Young people of all ages heard Ms. Wells share “The Artist’s Studio” at the evening presentation and teachers and librarians returned on Friday for a deeper dive into the writing process.

- Ms. Wells also presented Children’s Services staff with a signed print of her famous characters Max and Ruby, dedicated to the Library.

- Staff switched gears and hosted Attic Treasures and Collectibles the very next day. Special finds this year included a painting by Mexican painter Orozco, a 17th century spinning wheel and family collectibles from the Great Plains.

- Hocus Pocus in the Plaza drew a lively crowd, some in costume. Families really appreciate the opportunity to watch movies in this relaxed, friendly atmosphere.

- The Baton Rouge Mini Maker Faire is next on tap; this year’s program has a special food theme and will feature Chef Jay Ducote, Chef Celeste, and numerous other food-related demonstration as well as robotics, drones, and other forms of making.

- The Pride-Chaneyville Community History Fest will take place on Saturday, October 28. This year’s theme is a 50s Flashback. A sock hop is planned.

- The Louisiana Book Festival occurs the same day in downtown Baton Rouge. The Bookmobile will be present and the Library’s booth will reveal the spring 2018 One Book One Community title.

Ms. Stein 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 that the Lighting Phase III project (for Baker, Delmont Gardens, Eden Park, Scotlandville, and Zachary) is 99.65% complete. A Substantial Completion form has been signed and is on file. A change order that includes the damaged light pole at Baker is on the Metropolitan Council agenda for next week. The project should be completed by November 14.

Ms. Husband then reviewed the delivery and installation of furniture for Bluebonnet. She pointed out that the Computer Services staff and the Facilities Maintenance staff had been invaluable during this project. Installation of furniture started the first week of September. The storms did have a slight effect on delivery of some furniture, but as of now:

- Six technology tables have been installed. Our facilities staff has been working with our electrician to power the tables and our Computer Staff has been hard at work installing computers. Two weeks ago they installed 16 computers and they installed more last week.

- After the technology tables were installed, some of the Connectrac junction boxes had to be relocated; this was completed last week.

- Two new service desks (for Reference and Children’s Services) are scheduled have a new delivery date of early November.

- The contractors installed soft seating in the adult and children’s area.

- The contractor installed a Lite Brite wall and a magnetic wall in the children’s area.

- We now have new single study units by Agati. Eight of those were installed last week. The patrons started using them almost immediately. These powered units also have USB ports.

- Our display shelving installation is almost complete. Some of the parts were damaged and need to be reordered. We are also waiting on parts for the Children’s computer tables.

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 reported on progress to implement the new MUNIS Financial System. When an enterprise as large and as complicated as the City-Parish makes such a profound change to a fundamental system, adjustments have to be made along the way. Thanks to all of our service providers and vendors for their patience in working with us, and thanks to all of our staff working with the Bridge Team and Finance Department to resolve the many issues that cropped up. Ms.
Pinsonat and Mr. Pierce and their staff in the Library Business Office are to be commended for all the extra work required, and we have great hopes that the new system will help financial transactions move at a faster pace.

The Library is not immune to violence; Libraries are public spaces. The presence of guards and deputies is a visible deterrent; they help prevent problems from escalating. Our Library Security Guard contracts are expiring. The low bidder met all the specifications. We will bring a new contract to the Metropolitan Council next week. We use these contract workers to supplement the use of Sheriff’s deputies and extend their presence. We will miss the company we had, but hope the new company will be just as good.

Mr. Watts reported that our efforts to address the unsightly mildew on the ceiling at Eden Park have been further delayed due to a problem with the lift. The cleaning is rescheduled for November 11, Veterans’ Day, when the Library is closed.

Central Support costs of $1,098,190 have been calculated for 2017. This is the amount we pay back to the City-Parish for services. Proposed costs for 2018 project a decrease to $1,051,280.

An Internal Audit is being conducted. This is a regular part of the checks and balances; auditors rotate through various City-Parish departments. This year they are focusing on the use of procurement cards. We are always looking for ways to improve our processes.

Mr. Watts stated that we continue to pursue completion of a final document for the CEA with BREC. We have also learned that a contract has been signed to bring a tenant to the BREC Café in the Plaza. In preparation for that, BREC must install hot and cold water to wash the trash bins, etc. Based on plans sent to us today, we are recommending they locate this in the northeast corner of the parking lot rather than in the Service Yard. We will share this with City-Parish DPW.

The search for a Facilities Manager to replace Mr. Tim Bankston continues. After two unsuccessful announcements wherein the candidates stated that they would not consider the job because the salary was too low, we received permission from the City-Parish Human Resources Department to announce the job as beginning at Step 6 on the pay scale. That should help with recruitment.

Mr. Watts reported that the RFID Tagging Project is proceeding, with over 562,892 items already tagged. The team has completed tagging items at the Main Library, is almost finished with Bluebonnet, and has started Jones Creek. Our change order for equipment is in progress; this includes software and devices designed to accommodate the City-Parish credit card system.

Mr. Watts mentioned the Mayor’s Cradle to K Early Childhood Learning Initiative. It offers a nice focus on families by encouraging a group dynamic. Social media will reinforce parents and families as well as connect them to community resources. Staff is already involved. We are excited about the opportunity to engage families at new points of contact throughout the community and do different things to connect families with reading materials and resources.
Mr. Leger asked about the mildew on the ceiling at Eden Park. Mr. Watts explained that this was not an immediate health issue but we wanted to get it taken care of. Only single-man lifts may be used on the raised floor and we do not want to operate these lifts above patrons while they are using the Library. Additionally, the mild chemicals used to clean the mildew would be irritating to patrons. We would like to redirect air flow in the future or correct the humidity to better manage this issue.

Mr. Leger asked why support costs declined. Mr. Watts explained that they seem to be down due in part to less demand from the Library on the City-Parish’s GIS division, possibly in working on the online Baton Rouge City Key.

Mr. Leger asked how long the Facilities Manager’s job was vacant and about the pay disparity. Mr. Bankston left in the summer. Two consecutive advertisements yielded no viable candidates. Our top pay seemed to be their starting salary. Thus the City-Parish is allowing us to offer Step 6 on the pay scale as a starting salary.

Ms. Wascom asked how the Cradle to K program was different from other programs. Mr. Watts said that other programs such as My Brother’s Keeper and our own Prime Time Family Reading Time were excellent, however the use of parent peer support in person and on social media was a new approach. Additionally, any new program will freshly attract attention to this important issue.

Mr. Jacob asked for any other public comments. There being none, Mr. Jacob asked Mr. Watts to move on to Item A in New Business.

V. New Business

A. Library Overview of 2017 – Mr. Spencer Watt

Mr. Watts then presented an overview of key highlights for 2017 since our previous May summary. His PowerPoint presentation is appended to these minutes. Here are highlights:

- **River Center Branch Construction Project remained high on our priority list.**
  - The building is now a very visible feature on the downtown landscape.
  - On July 6 we celebrated Topping Out the steel structure.
  - We are making good and steady progress.

- **Rebuilding Together: Greenwell Springs Road Regional**
  - GSR celebrated its 20th birthday in September.
  - Use of the building has steadily increased since re-opening in March
  - This is one of the most important things we have accomplished this year
  - Now in Construction Document Phase.

- **Rebuilding Together: Jones Creek Regional**
  - Lots of interest and good feedback in the JCR charrette.
  - Comments are posted online.
Continuing with Design Development phase.

- **BBR Renovation Finished ... Other Major Maintenance Projects**
  - Furniture has been received for Bluebonnet Regional in spite of many delivery delays. Many thanks to our IT and Maintenance staff for their flexibility.
  - Exterior Restoration Project complete for Carver, Central, Delmont Gardens, Eden Park, Greenwell Springs, Scotlandville and Zachary,
  - Library Branch Lighting Replacement Phase III almost complete for Baker, Delmont Gardens, Eden Park, Scotlandville and Zachary.
  - Flooring Project complete for Zachary with new carpet installed throughout all major circulation areas of the library.

- **Site Search Continues for South Branch**
  - We appreciate the Board’s perseverance and determination.
  - We really want to keep our commitment to the patrons served in this area.

- **New Bookmobile to Serve Older Clients**
  - New bookmobile arrived this summer.
  - Designed to replace the ELF which serves senior centers.
  - Low step up and other features that make her more comfortable for aging population.
  - She will be featured at the Association of Bookmobile and Outreach Services Conference at the end of October.
  - The Bookmobile needs a name.

- **Baton Rouge Bicentennial**
  - Year-long programs celebrating the BR Bicentennial continue through Red Stick Revelry on New Year’s Eve.
  - Library staff have been actively involved in every aspect.
  - Lectures each month,
  - Exhibits,
  - Interactive maps and timelines,
  - Marche de Galvez: we especially thank the Southern University Marching Band which really inspired true revolutionary fervor as they marched down the street.
  - Numerous other programs.

- **Major Programming Covers ALL Bases**
  - When we compare ourselves nationally, we are in the top tier of libraries as regards quality public programming.
  - Summer Reading Program.
  - Cool Careers for Kids Series was a highly successful new program for us this year.
  - Summer Film Camps
  - Authors Peggy Sweeney-McDonald, Michael Rubin, and Chris Russo Blackwood
  - Game of Thrones Extravaganza another successful new program
  - Rough Drafts series was new to the Library this year.
  - 40th Annual Author Illustrator Program demonstrate our deep programming roots.
  - Attic Treasures is another annual program that has developed quite a following.
- Baton Rouge Mini Maker Faire,
- Louisiana Book Festival,
- Pride-Chaneyville Community History Fest,
- Movies on the Plaza offer families a great night out and are enjoyed by so many.

**Cradle to K**
- Already involved in MBK (My Brother’s Keeper).
- Starting to work with the new initiative CRADLE to K.
- Library is a perfect partner since our missions serving as a pre-school door to learning and family support site parallel this new program.
- This is one of the most important things we can do, connecting children with the joy of reading as well as making a direct impact on their future success and happiness.

**Partnering with Social Concerns**
- #BR Respect Campaign,
- The ARC Baton Rouge
  - We now have 2 Next Chapter Book Clubs: for ARC adults with special needs.
- The Inclusive Network,
- The Bridge Center,
- Social Workers on site following the flood plus our own case workers at three branches,
- Flood Concerns: many programs addressing all aspects,
- LSU Flood Study: Resilience & Recovery,
- Wave of Light,
- Town Meetings,
- Veterans Connect,
- Mental Health Association Art Displays.

**New Content Since May 2017: Continuing efforts to keep our collections strong**

*New books on the shelf as well as new content in other formats*
- Playaway Talking Books for Adults,
- Playaway Launchpads for Kids in child care centers are next.

**New Digital Resources:**
- Library Academy for Public and Staff,
- Gale Small Business Builder,
- CQ Researcher,
- Sage Business Researcher,
- Kanopy: Thoughtful Entertainment,
- Lexis Nexis Legal | News,
- Archives of Sexuality & Gender,
- Exceptional Lives Digital Resource,

**Enhanced Digital Resources:**
- Kurzweil Text-to-Speech Software now includes translations,
- New LIBBY app for OverDrive,
- Zinio rebranded as RBdigital Magazines.
• **Building Digital Relationships**  
  o Exceptional Lives,  
  o Community Web “Archive-It” program,  
  o Digital Learn pilot helps those not technologically advanced.  
  o MIT Media Lab has approached us to pilot some new toolkits for public libraries.  
  o This speaks very highly of staff and their willingness to try new forms of engagement.

• **Patron-Facing Technology**  
  o VDI = Virtual Desktop Infrastructure,  
    ▪ Installed at Main Library,  
    ▪ Saves on hardware and overall costs, plus saves staff time to update and maintain.  
  o Comprehensive RFID Project  
    ▪ Tagging with BackStage Library Works is underway.  
    ▪ Main Library is tagged; BBR almost completed.  
    ▪ JCR is next.

• **Back-of-the-House Technology**  
  o EDI Process Completed for Second Book Vendor  
    ▪ Cuts a 3-day process down to 3 hours  
  o RFID System has been delivered and includes:  
    ▪ Intelligent Return System and Security Gates,  
    ▪ RFID Tags, currently being deployed.  
    ▪ Wands for inventory.  
    ▪ Automated Materials Handling Sortation System for 5 locations.

• **Retirements | Senior Staff Changes**  
  o Creates fresh opportunities to assess, look for new ways to deliver efficient and effective service  
    ▪ We are looking hard at how we move materials around the system to meet patron need  
    ▪ Looking for ways to increase turnover rates  
    ▪ Trying to achieve the right mix of quantities, titles, and materials.  
  o Technical Services and Computer Services Coordinators have been combined.  
  o Teen Services Coordinator is currently vacant.  
  o Collection Development Librarian for adult print retired; replacing her also meant an opening for eMedia collection development.

• **Tracking Messaging & Engagement**  
  o Targeted messages sent on a regular basis to different groups of our patrons.  
  o We seem to have a good response rate compared to our peer libraries.  
  o For example, the message about Attic Treasures was sent to almost 35,000 patrons; more than 8,000 opened the message and over 500 clicked through.  
  o The message on Library Academy was sent to almost 60,000 patrons and got more than 19,000 opens.
• **154,346 = Number of Active Individual Cardholders**
  o Individual and household usage continues to climb.
  o Active usage is defined as using a card within the last 12 months.
  o Cards are used to check out materials, access items in the Digital Library, and log on to library PCs.
  o We cannot track individual patrons attending programs, using Wi-Fi, using Meeting Rooms, reading materials in-house, or simply visiting the library.

• **Market Penetration Overall**
  o Compared to our peer libraries, we are doing very well in reaching our market and getting cards into the hands of our patrons.
  o We are also doing very well in keeping new patrons engaged and returning to use the library.

Mr. Luther would like a graph showing cardholders who only use databases and online services. Mr. Watts said that we would work on that report.

Ms. Guarisco asked how we did so well to retain these new cardholders. Mr. Watts answered that this was in big part due to the messaging we had been doing. We try not to message too often, but to send the right message to the right person.

Mr. Leger stated that this sounded like market segmentation, and asked how we were doing this. Mr. Watts explained that we used our databases to identify patrons with certain interests.

Mr. Watts added that he would like to develop a better handle on seasonal usage, for example, those patrons who come to the library once a year when they plan their spring gardens or before they take a trip or when they start their fall/holiday projects. The goal is to increase usage of those visiting us only 2 times a year to 4 or even 6 times a year.

Mr. Leger asked about multiple cards per household versus individual cards and if those attending events were included in the calculations. Mr. Watts said that those attending programs are not tracked. Mr. Leger said it looked like the quantifiable market penetration was at 43% but that based on other usage which could not be counted, we were probably impactful at a higher level. Mr. Watts agreed.

Mr. Jacob asked if patrons casually reading magazines or books inside the library were counted or identified for market segmentation. Mr. Watts answered that this in-house usage is not counted. Patrons who visit the library to read items in-house or to attend programs or meetings or even use Wi-Fi are not identified in any way; they are simply counted.

Ms. Guarisco asked if we knew who did not have cards. Mr. Watts explained that we could mine our databases to get this information.

Ms. Wascom asked if Outreach Services targeted those who lack cards. Mr. Watts answered that there is tremendous need; we coordinate with Outreach Services to target “at-risk” areas.
Wascom asked how people signed up for messages. Mr. Watts explained that this is an email messaging campaign, and patrons can simply give us their emails. They can also opt out of receiving messages. We try not to send so many messages that we become annoying.

Mr. Watts said that the great challenge for the next 10-15 years is staying connected with our aging population, especially those who are becoming less mobile. Aging baby boomers are more likely to remain engaged through technology.

B. Appointment of Evaluation Committee; Annual Performance Evaluation of Library Director – Mr. Jason Jacob

Mr. Jacob asked Ms. Parker and Mr. Luther to serve on the committee to prepare and compile the annual performance evaluation for the Library Director. The Board traditionally goes into Executive Session during the November meeting to discuss the evaluation and come to a conclusion.

Mr. Jacob asked for any public comments. There were none. He then read Item A under Old Business.

VI. Old Business

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

Mr. Watts discussed the River Center Branch project. We have resolved payment issues with the new MUNIS system. We are very appreciative that the contractors kept working on in spite of missing two payment applications.

Good weather has allowed the contractor to proceed and as you saw earlier, the building is now sheathed. We are fast approaching the point where inclement weather would be less disruptive.

A second furnishings meeting was held on October 4; we narrowed down a large field of options from 23 to just 9. Different staff members tried them out. We are looking for functionality, comfort, and durability, as well as a certain sense of style that matches the overall vibe or atmosphere of the building.

The contractors tested the cladding for the building on October 5. The samples used are much darker than the color we will be using; however they performed well for testing the radius of curvature for the building.

We rejected the change order for the white boards due to ghosting issues; we will instead purchase glass boards ourselves using state contract list. Our millwork revisions and corrections have been submitted. Staff have also worked hard on camera mounting locations and heights; those submittals came through this afternoon. Roller shade controls are under review.
The previously reported problem related to the switch gear and power for the central plant connections is slated to be addressed in two stages. The first shutdown should be accomplished this week, but the second, more extensive shutdown will probably take place during the Thanksgiving period. There is also a sewer pipe relocation that must take place.

The air barrier is nearing completion and the sheathing is almost complete. The roofing should be completed by the end of the month. Various rough-ins and duct work are taking place throughout the building.

There has been an interesting set of questions that need to be resolved regarding the cladding and coverage of gusset plates for the exposed bracing beams on the fourth floor. The challenge is to cover the gusset plates and to avoid the collection of moisture and possible long-term corrosion. Our contractors have devised a framing adjustment with a sheathing and cladding extension that seems to provide the needed protection.

Work is still being done on the plaza adjustments for the grade beam issue.

We have received the proposed submittal for signage; we will be working on that over the next couple of days.

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 that some major advances were made last week on both projects when we met with Mr. Jim Frey and the City-Parish Architectural Services staff on October 11. We were able to sort out a number of design issues related to both projects.

After reviewing various factors and the development of the Greenwell Springs construction plan to date, Architectural Services would like for us to switch back to an earlier proposal for an air-based HVAC system rather than water-cooled chiller systems. This approach will save some money, and some time (an attic pavilion for equipment will not have to be constructed). We also found other items to reallocate or cut; it needs a little more work.

We have just received a revised budget from Bradley-Blewster. Given the changed nature of the building since we originally budgeted for this project, it would be entirely fitting to increase the planned expenditures by around $200,000, or maybe a bit more. We might need to do more than originally budgeted due to the circumstances following the Historic Flood. We will bring this discussion to the Board when we reach that stage.

Regarding Jones Creek, this design is not quite as developed as that for Greenwell Springs, which is entirely appropriate given the urgency to restore and enhance all library services to those who live in the Greenwell Springs Road area.
Mr. Frey is concerned about the removal of four limestone columns. These columns are not serving a structural purpose, but because of their nature and value the city-parish does not want them removed. Moving the columns to serve some other function within the structure would be difficult and expensive. Unfortunately, retaining the columns in place has an adverse impact on meeting our collection goals, and means that we will lose space for several thousand volumes or roughly 120 shelves.

Architectural Services will meet with the architect next week. We have $400,000 in rollover funds designated for furniture for this branch which can be allocated to the Jones Creek Branch project budget.

Mr. Leger asked if the Greenwell Springs project was in a worse state budget-wise than anticipated. Mr. Watts explained that, taking all factors into account, the flood damage will have a net impact of increasing the costs of the project. He did point out that due to the flooding, all walls were affected and thus every wall in the building needs attention but that the cost of demolition may be over-estimated. All of these costs need to be balanced with the possible savings from previous remediation work. We just do not know what that balance is yet.

Mr. Jacob asked if there were any comments on either renovation project. There were 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 and Ms. Kathryn Juneau – Sperry Van Ness

Mr. Watts reported that he expected to meet with East Baton Rouge School Board personnel very soon to discuss the availability of potential sites in the desired area. This is always a long shot, but it never hurts to ask. Public libraries are very “public” and school systems typically prefer a controlled environment for their student population. Ms. Juneau reported that the land near Valley Park has recently been designated for expansion of the FLAIM School. Mr. Watts stated that there are several other sites under review and we continue to work diligently; we will see what we can come up with in the next few weeks. If any are suitable we will do our due diligence and pursue an appraisal.

Mr. Jacob asked if we wanted the Board to order an appraisal now. Mr. Watts reminded the Board about the City Parish appraisal process. In order to fast track action on a potential site, it would be helpful to have the Board authorize moving forward on an appraisal. This would be non-binding, just as a letter of intent is non-binding.

Ms. Parker asked about a letter of intent. Mr. Watts reminded the Board that a letter of intent is simply an expression of interest. The Contractor’s Board elected to enter into a preliminary agreement. We have issued similar letters concerning other properties. Ms. Juneau stated that an actual offer can be made “TBD” contingent upon appraisal.
Mr. Jacob made a motion that following consultation and approval of Library Board officers, the Library Director will proceed in requesting an appraisal. The motion was seconded by Ms. Parker and passed unanimously.

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 asked Ms. Guarisco if she would send last year’s evaluation forms to the committee.

There being no other comments, Mr. Jacob asked for a motion to adjourn the meeting. Mr. Leger made the motion and Mr. Luther seconded it. The meeting was adjourned at 5:52 p.m. by unanimous vote.

_________________________________  _____________________________
Mr. Jason Jacob, President    Mr. Spencer Watts, Library Director
RCB Topping Out ...
And Closing Up!
Rebuilding Together:
Greenwell Springs Road Regional
Rebuilding Together: Jones Creek Regional
BBR Renovation Finished ...
Other Major Maintenance Projects

- **Furniture** received for Bluebonnet
- **Exterior Restoration Project** complete for Carver, Central, Delmont Gardens, Eden Park, Greenwell Springs, Scotlandville and Zachary
- **Library Branch Lighting Replacement Phase III** almost complete for Baker, Delmont Gardens, Eden Park, Scotlandville and Zachary
- **Flooring Project** complete for Zachary with new carpet installed throughout all major circulation areas of the library
Site Search Continues for South Branch

- Sperry Van Ness assisting in site search
- Expanded criteria to include sites that would accommodate less traditional libraries
New Bookmobile to Serve Older Clients
Baton Rouge Bicentennial

Timelines, Histories, Lectures, Promotional Activities, Time Capsules, Committees and more ...
Major Programming Covers ALL Bases

• Summer Reading Program
  — Cool Careers Series
  — Summer Film Camps
• Authors
  — Peggy Sweeney-McDonald
  — Michael Rubin
  — Chris Russo Blackwood
• Game of Thrones Extravaganza
• Rough Drafts series
• 40th Annual Author Illustrator Program
• Attic Treasures
• Baton Rouge Mini Maker Faire
• Louisiana Book Festival
• Pride-Chaneyville Community History Fest
Cradle to K

'‘Cradle to K - Baton Rouge' was created by Mayor-President Sharon Weston Broome to help parents share insights and build support systems amongst themselves, while also helping to connect that community to opportunities and resources available in our parish.

Together we can create the environment our children deserve.
Partnering with Social Concerns

#BR Respect Campaign
The ARC Baton Rouge
   -Next Chapter Book Clubs
The Inclusive Network
The Bridge Center
Social Workers on site
Flood Concerns
LSU Flood Study: Resilience & Recovery
Wave of Light
Town Meetings
Veterans Connect
Mental Health Association
New Content Since May 2017

Since May 2017...
• Playaway Talking Books for Adults
• Playaway Launchpads for Kids next

New Digital Resources:
• Library Academy for Public & Staff
• Gale Small Business Builder
• CQ Researcher
• Sage Business Researcher
• Kanopy: Thoughtful Entertainment
• Lexis Nexis Legal | News
• Archives of Sexuality & Gender
• Exceptional Lives Digital Resource

Enhanced Digital Resources:
• Kurzweil Text-to-Speech Software now includes translations
• New LIBBY app for OverDrive
• Zinio rebranded as RBdigital Magazines
Patron-Facing Technology

VDI = Virtual Desktop Infrastructure
- Installed at Main Library

Comprehensive RFID Project
- Tagging with BackStage Library Works is underway
- Main Library is tagged; BBR almost completed
- JCR is next
Back-of-the-House Technology

EDI Process Completed for Second Book Vendor
   – Cuts a 3-day process down to 3 hours

RFID System has been delivered and includes:
   – Intelligent Return System & Security Gates
   – RFID Tags, currently being deployed
   – Wands for inventory
   – Automated Materials Handling Sortation System
Retirements | Senior Staff Changes
Create Fresh Opportunities to Assess,
Look for New Ways to Deliver
Efficient & Effective Service

Technical Services Coordinator
Computer Services

Teen Services Coordinator

Collection Development Librarians
• Adult Print
• eMedia Collections
Tracking Messaging & Engagement

Net Promoter Survey

selection
great
helpful
staff
library
great
books
people
resources

community
digital
和服务
friendly
enjoy
resources
154,346 = Number of Active Cardholders
Household Usage Continues to Climb
Market Penetration Overall

Market Penetration

- Library
- Budget Category
- Population Category
- Savannah

New Cardholder Retention

- Library
- Budget Category
- Population Category
- Savannah