

MINUTES FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
MAIN LIBRARY
FIRST FLOOR LARGE MEETING ROOM
7711 GOODWOOD BOULEVARD
BATON ROUGE, LA 70806
April 18, 2024
4:07 P.M.

AGENDA

CALL TO ORDER – Candace Temple, Board President (4:07 p.m.)

PLEDGE OF ALLEGIANCE - Mr. Donald Luther, Jr. (4:07 p.m.)

I. ROLL CALL – Ms. Antoinette Y. Poland, Executive Assistant to the Library Director (4:07 p.m.)

Candace Temple, Board President – Present

Donald Luther, Jr., Board Vice President – Present

Katy Wascom, Treasurer – Present

Delores Watts, Present

Darryl Hurst – Present

Ronnie Pierce – Present

Nicole Allmon-Learson – Present

A quorum was present

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF March 21, 2024. – Mrs. Candace Temple
A motion to approve was made by Mr. Donald Luther Jr. and seconded by Mrs. Delores Watts. **The motion was carried unanimously** (4:08 p.m.)

III. SPECIAL ORDERS – There were no items to cover under Special Orders – (4:09 p.m.)

IV. REPORTS BY THE DIRECTOR

A. FINANCIAL REPORT –Tanya Allison, Assistant Library Business Manager. (4:09 pm)

- The 2023 operating expenditures were 86.67% of the operating budget. For 2024 as of March 31st, expenditures are 13.03% of the operating budget; and through March we should have spent no more than 25% of the budget.
- Cash collections from Property Taxes remain ahead of those collected in 2023, and 6.64% ahead the same last year. Cash collections from 2023 fourth quarter interest earnings have been posted.

B. SYSTEM REPORTS – Mrs. Mary Stein (4:11 p.m.)

“Around the Parish” discusses slideshows and descriptions of Library programs.

- Projects happening around the library: Bluebonnet - bird strike prevention decal installation to glass wall; at the Main Library gravel is being poured at the rear parking lot next to the loading ramp to level out the shipping yard; and at the front parking lot new signage at the flag poles were installed as markers to help patrons locate their vehicles; at Bluebonnet displays and bookshelves are being rearranged in the team room near the restrooms as the next phase of construction is in progress; as a technology upgrade, new computers are being installed at all branches.
- During National Library Week displays with souvenirs were on showcase at several branches; in addition, the Director and Assistant Directors attended the Library Legislative Day at the Capitol where they met and greeted patrons and parents.
- The Saturday Science program continues this spring with STEM talk series’ organized by the LSU Department of Physics and Astronomy, where Dr. Tabitha Boyajian, LSU Assistant Professor of Physics and Astronomy discuss the significance of the total solar eclipse.
- One Book, One Community programming continued with authors, celebrity chefs; a book signing; discussions on poetry, tea and literature.

- Red Stick Farmer’s Market has returned every Tuesday at 3:00 pm to 6pm with Seed Swaps and Farmers; Eva Davis’ farm-fresh cooking demo, food sampling, and activities for children.
- Main library hosted LPB’s “Behind the Scenes with Antiques Roadshow where they discussed library resources like P4A - Prices 4 Antiques Database and The Kovels Database.
- Pride – Chaneyville Branch hosted The 14th Annual Community History Festival with the theme “High School Reunion. They enjoyed music, games, food, crafts, and local history.
- The concert series continue with the Civic Orchestra, Concert Band, from East Baton Rouge Schools we had gifted and talented recitals, and the University High Lab School Choirs.
- On April 20, 2024, Jones Creek Branch hosted Authors Row, where Danny Heitman, The Advocate Journalist discussed the writing process.
- The Business and Career staff represented the library at the #3rd Annual Young Professionals Summit, a program that aims to attract young professionals to Baton Rouge.
- The Career Center theme this year is “Invest in You” with programs like job fairs for private industry, industry type, re-entry and our
- Libraries Change Lives features the Person of the Month, Mary Ann Griffith, author of “Cultural Gumbo: Our Roots, Our Story” who has been using the Scotlandville Branch and Main library archives to search her family history.
- The Author Talk series featured Paula Johnson, author of “The Smithsonian Table”; Colum McAnn and Diane Foley, authors of American Mother; and Xochitl Gonzales, author of “Anita De Mone Laughs Last”.
- Strictly Business webinars continued with an episode on attracting young professionals to Baton Rouge. Featuring Jeremy Beyt, co-founder of CCO of ThreeSixtyEight; Sabrina Galloway, Principle Strategist of The Galloway Group, and COO and Co-founder of Ethics; and Amanda Martin, entrepreneur and CEO of Studyville.
- Mrs. Stein comments that the library website will be under construction on the back end and that you will see results in eight months. In addition, she acknowledges programmed offered at the Library and legislative house bills discussed in the Advocate.

Mrs. Candace Temple asked for public comments. No more public comments made.

Mrs. Candace Temple excused herself for remainder of the board meeting.

Mr. Donald Luther Jr. resided over the rest of the board meeting.

C. OTHER REPORTS – Mrs. Patricia Husband and Ms. Katrina Stokes (4:36 p.m.)

1. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS – Mrs. Patricia Husband

- **Maintenance:**

Carver – Still working on the chiller at Caver; had a leak in one of the circuits. Facilities was concerned there would be an issue with the coils and compressor; which was a leak in a valve that needed to be replaced. So they replaced freon that leaked out.

The barrisol at Main was repaired earlier this month.

We are waiting on estimates for parts for the cooling tower at Main. Some of the parts are rusting and need to be replaced.

- **Miscellaneous Capital Improvements:**

Outreach Improvements:

- The HVAC units have arrived and should be installed soon.

Miscellaneous Multi-Branch Improvements:

Multi-Branches that are waiting on materials to complete installations. Architectural Services will start as soon as they are able to get a time frame to coordinate the installations.

Roofing Replacement Project

- The roofing project new window installation of the cupola at Jones Creek Branch is ongoing. They are removing limestone and replacing it with Stucco and replacing the windows in that area. There are few leaks associated with this installation that the contractor is addressing.
- The Delmont and Bluebonnet leaks have been resolved; and there is some miscellaneous work that has to be completed.

At Eden Park and Greenwell Springs

- Architectural Services is working on the design for the boiler replacements.

Bluebonnet Renovation

- Mrs. Patricia Husband states that they are waiting for information from the Architect before they can move forward on bidding.
- Meeting update about the chiller replacement project: Contractors are still on target to start installing the temporary chiller connection. The plan is to replace five chillers at five different branches; three of the branches will be expanded and renovated over the next several years. The upsizing of the chillers has been factored into the accommodation. While replacing the existing chiller, temporary connectors were installed for a backup chiller.

Mr. Donald Luther, Jr. asked for public comments. No public comments were made.

2. MISCELLANEOUS REPORTS – Ms. Katrina Stokes and Mrs. Mary Stein 4:46 p.m.)

Ms. Katrina Stokes:

- Shared that she attended the Public Library Association Conference in Columbus, Ohio.
- Announced the hiring of the new South Branch Library Manager and the upcoming retirement of our Assistant Library Director of Facilities and Operations.
- Stated that she is currently reviewing the Library Policies like collection development policies; patron and staff related policies, etc.; and that she will be shadowing various department so she can understand the libraries workflow processes.
- Last, she reminded board members of their 2024 Ethics training.

Mr. Donald Luther, Jr ask for public comments.

Mr. Donald Luther and Mrs. Kathy Wascom acknowledge and congratulate Mrs. Husband on her upcoming retirement.

Mrs. Mary Stein:

- Discussed the current legislative house bills regarding Louisiana libraries

Mr. Donald Luther, Jr. ask for comments from the board and public.

Citizen Garrett Deschamp comments on the importance of the library in his family.

Mr. Donald Luther Jr. and Kathy Wascom congratulates Ms. Patricia on her retirement.

Mr. Donald Luther, Jr ask for additional comments. No additional comments made.

V. REPORTS OF COMMITTEES - There were no items to cover under Reports of Committees

VI. UNFINISHED BUSINESS – Ms. Patricia Husband (5:15 p.m.)

A. UPDATE ON SOUTH BRANCH LIBRARY – MRS. PATRICIA HUSBAND

- Architecture Services reported over the last month that the contractor has completed:
 - 100% of the mezzanine slab has been poured.
 - The termite treatment is completed.
 - The North parking lot has been poured.
 - They have done site sewer tie-ins.
 - 100% of the exterior framing is complete.
 - 100% of the roof blocking is complete.
 - 95% of the storm drain tie-ins are complete.
 - 75% of the HVAC duct layout is complete
 - 50% of the East parking lot has been cut to grade.

- Interior and exterior metal stud framing is being installed.
- Interior doors are being framed up and the exterior sheathing is being installed.
- The contractor will start bricking the exterior later this month.
- Mrs. Patricia Husband and the library managers continue to hold monthly meetings with the interior designer to finalize the furniture package.
- So far the completion date is still December 31, 2024.

Mr. Donald Luther, Jr ask for public comments. No public comments were made.

B. UPDATE ON SCOTLANDVILLE BRANCH LIBRARY – MRS. PATRICIA HUSBAND

- In the past month the contractor poured concrete for the West side pavement.
- The contractor have received and begun assembly of the Archive building.
- The contract have installed purlins at the roof area to support the roof covering to transfer the load to the primary roof framing.
- They had to de-water the site due to a heavy rainfall on April 10.
- At the last progress meeting, a submittal was submitted to review a signage package and make changes.
- The contractor will install the exterior sheathing; the moisture barrier and the wall panels.
- The completion date is still listed as October 26, 2024.

Mr. Donald Luther, Jr ask for public comments. No public comments were.

VII. NEW BUSINESS

- A. BOARD MEMBER RONNIE PIERCE REQUEST PRE-APPROVAL TRAVEL ACCOMODATIONS TO THE AMERICAN LIBRARY ASSOCIATION CONFERENCE IN SAN DIEGO, CA. FROM JUNE 27, 2024 – JULY 12, 2024. – Mr. Donald Luther, Jr. requested a motion to approve Mr. Ronnie Pierces’ travel accommodations to attend the American Library Association Conference 2024 in San Diego, CA. The motion was made by Mr. Darryl Hurst and seconded by Mrs. Delores Watts. By a unanimous vote 7 Library Board of Control members voted to approve travel accommodations for Mr. Ronnie Pierce to attend the American Library Association Conference 2024. – (5:30 p.m.)

VIII. COMMENTS BY THE LIBRARY BOARD OF CONTROL – (5:52 p.m.)

- Mr. Darryl Hurst discussed his interest and ideas to improving literacy in underserved communities.
- Ms. Kathy Wascom commented how non-profit organizations could coordinate and collaborate with the Library and East Baton Rouge Parish School System to reach out to assist individuals in those communities.
- Katrina Stokes commented that the Library is currently trying to identify certain organizations to partner with to bring about additional programs and services to the Library to assist patrons the disadvantaged.
- Mrs. Mary Stein commented on various programs currently available through our Outreach Department; as well as the availability of staff and transportation, which the library is addressing.
- Mr. Darryl Hurst invited the Library to meet with an organization called Go Learn.

- IX. ADJOURNMENT – Mr. Donald Luther Jr. requested a motion to adjourn. The motion was made my Darryl Hurst and second by Ronnie Pierce. **The meeting adjourned at 6:14 p.m. by unanimous vote.**