

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
July 18, 2024
4:07 P.M.

AGENDA

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

PLEDGE OF ALLEGIANCE – Donald Luther, Jr., Board Vice President (4:08 p.m.)

I. ROLL CALL – Antoinette Poland, Executive Assistant to the Library Director (4:09 p.m.)

Candace Temple, Board President – Present
Donald Luther, Jr., Board Vice President – Present
Kathy Wascom, Board Treasurer – Present
Delores Watts – Present
Ronnie Pierce – Present
Darryl Hurst – Present
Nicole Allmon-Learson – Present

A quorum was present

STAFF PRESENT – Katrina Stokes, Library Director; Mary Stein, Assistant Library Director; Lori Juge, Assistant Library Director; Rhonda Pinsonat, Library Business Manager; Tanya Allison, Assistant Library Business Manager; Rosana Sotile, Assistant to the Deputy Library Director; Antoinette Poland, Executive Assistant to the Library Director; Tim Martin, Computer Services; Frank Hillyard, Videographer.

OTHERS PRESENT - Deputy Blair Nicholson, EBR SO; Mr. Patrick Abadie, Manager of South Branch; Ms. Latasha Williams, Manager of Scotlandville; Ms. Janelle Brown, Chief Operating Officer of Partners Southeast for Mr. J. W. Daniels, Chief Executive Officer of the East Baton Rouge Housing Authority; Mr. Carson Block, Carson Block Consulting

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF July 18, 2024 – MS. CANDACE TEMPLE, BOARD PRESIDENT - A motion to approve was made by Mr. Donald Luther, Jr. and seconded by Mrs. Delores Watts. **The motion was carried unanimously (4:09 p.m.)**

III. SPECIAL ORDERS – There were no items to cover under Special Orders.

IV. REPORTS BY THE DIRECTOR – (4:09 p.m.)

A. FINANCIAL REPORT – Mrs. Rhonda Pinsonat

- For 2024, June 30th expenditures are 28.34% of the operating budget. Through June, no more than 50% of the budget should have been spent.
- Cash collections from Property Taxes for 2024 are still ahead of those collected in 2023. They are approximately 7.31% ahead of the same period last year.

B. SYSTEM REPORTS – Ms. Mary Stein

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

- As part of the Summer Reading program, the Library partnered with LSU to host LSU’s International Programs: Global Partnership Division, Journey to Africa: Visit with Mandela Washington Fellowship on July 15; Fellows represented over 20 countries across Africa and presented books from their home countries.
- The library programming showcased live authors on July 14th and July 15th with Rannah Gray author of “Familiar Evil” and Michael Higgins author of “Thunder Dog.” To register for the Virtual Author, talk events go to library.org/ebrpl for events go to ebrpl.com/virtual.
- On July 17, the Main library hosts “Bagels and Business” with Mr. Bill Carson of Data Axle Reference Solutions where business owners learned how to use marketing tools to build their business.

- Main continued programming with Humana Health Program as the Humana educator discussed topics on healthy eating, breaking unhealthy habits, sleep, and Alzheimer's while Chef Nino presented demos of heart healthy recipes as the patrons' painted and sipped mocktails.
- On July 27th, the Main Library will host the Neighbor Hood Fest; there will be outdoor live music stage and indoor film screenings with neighborhood filmmakers and films about neighborhoods. The BR Concert Band presented a Patriotic Concert on July 4 with John Pastorek serving as emcee.
- On Saturday August 17 at 10:00 a.m., the Main Library Summer 2024 Genealogy Workshop presents Decoding Stories: DNA and Genetic Genealogy. Speakers include Malcolm Alexander (Innocence Project client who was wrongly sentenced for a crime he did not commit); Shayna Landry, Genetic Genealogist and DNA Supervisor Ryan O'Leary from Louisiana State Police Crime Lab.
- From July 1st - July 8th at the Library, Summer Reading program presents Dinosaur Experience where kids learned about T-Rex and other dinosaurs.
- Come explore cool careers in Video Reality (VR) at the Business and Career Center as staff demonstrate simulations with patrons in Architecture & Construction, Healthcare, Information Technology, Manufacturing, and Transportation; no registration required.
- The Baton Rouge Maker Faire theme is "Music" and the call for makers is now open: you can sign up at ebrpl.com/makers. The Baton Rouge Maker Faire is on Saturday, October 19, 2024.
- Virtual Author Talks Series for Kids and Teens continued with four presenting books from Pre-K to 12th grades. To register visit library.org/ebrpl and for the virtual events, visit ebrpl.co/virtual.
- Libraries Change Lives features Jie Gu, a Tai Chi competitor, champion, instructor, and founder of The Tai Chi Club who has been using the library to teach Tai Chi on Sundays. Group classes are on Sundays, August 11 & 25 at 6:00 p.m.
- The Strictly Business webinar continues with a monthly webcast from the Business Report. To view any webcast episodes, you can register at strictlybusiness.businessreport.com.

C. OTHER REPORTS

1. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS – Ms. Lori Juge

Maintenance Report for July 2024

- Bluebonnet: Closed on July 9, due to a break in the main water pipe which required a vendor to come out and make repairs.
- Carver: Controls for the chiller were causing it to start and stop, which required the branch to close early on June 30 and July 7th. A vendor was contacted and made the necessary repairs.
- Greenwell Springs: The boiler had stopped working and a vendor made the necessary repairs, cleaned the pins on the controller and it is now working.
- Eden Park and Greenwell Springs: Both branches were pressure washed in July, and BAK and FAI were pressure washed in late June.
- Main: Hot water pump motor #2 went bad. Facilities staff purchased a new motor, and the vendor will install it this week.

Facilities has scheduled window cleaning at all Libraries for July.

Miscellaneous Improvement Projects

- Outreach
 - a. The project is 96% complete and final acceptance is now anticipated to be August 14, 2024.
- Multi Branch Project
 - a. All branches except Delmont Gardens remain approximately 98% complete. Facilities staff are working with Architectural Services to contract out work on the South exterior of Delmont Gardens. This work will need to be completed before environmental remediation can be done.
- Roofing Project

- a. Window work on the cupola at Jones Creek was completed. The roofer still has shingle replacement and roofing repairs to complete, as well as interior drywall repairs at the cupola interior and the atrium, and ceiling tile replacements in the atrium.
 - a. Leak remediation is still ongoing at Bluebonnet, Delmont Gardens, and Zachary. We continue to work with Architectural Services to address the roofing issues.
- Boilers for Eden Park and Greenwell Springs
 - Facilities staff and Architectural Services have met with multiple designers after issuing the RFP to review the scope of work. The RFP scope is being revised to address Facilities requests and repairs that occurred in the interim. The RFP submittal date should be 07/26/24.
 - Bluebonnet Renovation
 - Architectural Services anticipates bidding the project in mid-September.
2. UPDATE ON THE EARL K. LONG REDEVELOPMENT PROJECT – MS. JANELLE BROWN, COO OF PARTNERS SOUTHEAST of EBRPHA.

The goal is to create a community and an economic catalyst for North Baton Rouge with the redevelopment outcomes for education, economic opportunities; and health and wellness.

12 – Month Key Highlights:

Housing Authority is currently refining the master plan for the Earl K. Long Redevelopment site.

Acquired the site and completed the acquisition at the end of 2023.

Housing Authority is now able to move forward with the planning and design process for the site.

Phase 1

- Senior Apartments of 113 units; two bedrooms; currently in the planning and design stage.
- To continue communication with partners which include EBRPL regarding space allocation and programming to be implemented onsite.
- Once those memorandums of understanding are established, EBRPHA will release an announcement related to Earl K. Long.
- Once there is an official agreement in writing between the partners; and an official confirmation between the partners; there will be an official announcement regarding the site redevelopment plans.

Ms. Candace Temple asked who are the partners of the initial phase and what does the senior development consist of?

Ms. Janelle Brown responded: Planned to be 113 units; one and two bedrooms for seniors. Partners include the development arm of the housing authority which is Partners Southeast.

Mr. Darryl Hurst seeked to attract competing grocers to the district.

Ms. Candace Temple asked what phase the library would be a part of.

Ms. Janelle Brown responded that that discussion would take place with the memorandum of understanding; timing is to be determined with the partners based on funding available, site infrastructure, formal agreements between the partners.

3. MISCELLANEOUS REPORTS – Ms. Katrina Stokes

- Acknowledgement of employee promotions, Leila Reilly, Librarian IV of Branch Services; Cynthia Watanabe, Head of Circulation and Brandon Reilly, Head of Adult & Community Programming, Outreach and Special Projects.
- The Library is in the final stage of the request for proposals with the Facilities Master Plan, in the process with a Sr. Purchasing Analyst we expect an update by the end of July.
- On the weekend of July 13-14, a computer outage affected V-Smart, Wi-Fi, patron computers, and the authentication for digital library services. The library will install a redundant server in Outreach to address the issue.
- On July 19, there was a planned closure for the electrical tie-in at Scotlandville.
- Introduction and welcome of two Library Branch Managers.

- Carson Block discussed the Facilities Master Plan highlights, survey results and demographic differences between the original survey and the most recent survey.

Ms. Candace Temple asked for public comments. No public comments were made.

V. REPORTS OF COMMITTEES – There were no Reports of Committees.

VI. UNFINISHED BUSINESS – (5:10 p.m.)

A. UPDATE ON SOUTH BRANCH LIBRARY AND THE INTRODUCTION OF THE NEW BRANCH MANAGER MR. PATRICK ABADIE – Ms. Lori Juge

Introduction of Mr. Patrick Abadie, South Branch Manager

South Branch Update – July 2024

For the past month, the contractor has completed the following work:

- 100% West sidewalk has been poured.
- 100% ADA drop-off area poured.
- 100% of the brick installation has been completed, including the dumpster pad brick enclosure.
- 100% of the interior and exterior insulation has been completed.
- 100% of the chiller water pumps are installed.
- 85% of the curtain wall frames are installed with glass.
- 95% of the plumbing pipe installation has been installed.
- 95% of the duct installation has been completed.
- 95% of the electrical overhead installation has been completed.
- 80% of the interior drywall installation has been completed.
- 65% of the storefront glass has been installed.
- 100% of the reading nooks framing and glass are installed.

Library staff are finalizing the furniture package with the interior designer and submitting it to Architectural Services.

At this time, the completion date is still projected to be December 31st, though this could change.

Ms. Mary Stein commented that the Main staff will start to order books for the South Branch location; and the shelving package is in progress and will be manufactured and delivered in January 2025. The books should be delivered by February 14, 2025, if not earlier.

Mr. Donald Luther, Jr. inquired about glass installations to be completed to turn on climate control.

Ms. Lori Juge responded after Entergy makes their connections; then it may be at least two months.

B. UPDATE ON SCOTLANDVILLE BRANCH AND THE INTRODUCTION OF THE NEW BRANCH MANAGER MS. LATASHA WILLIAMS.

Introduction of Ms. Latasha Williams, Scotlandville Branch Manger

Scotlandville Branch Update – July 2024

For the past month, the contractor has:

- Continued installing insulation and hanging sheetrock throughout the building.
- Began setting electrical panels.
- Installed metal trim and panels at the canopy area.
- Continued installing the HVAC ducts
- Set HVAC units at the AC pad.
- Installed exterior door hardware.
- Continued electrical rough-ins.
- Installed glass at the storefront windows
- Installed metal glass frames and windows in the workshop.
- Completed the brick veneer.

To complete the electrical tie-in, SCO will be closed on Friday, July 19th.

Library staff now anticipate the date to bid out Scotlandville Phase 2 may be late September or early October. The completion date for Phase 1 has been moved up to October 16, 2024. Again, this date may change.

Ms. Candace Temple asked for comments from the Board. No comments were made.

Ms. Candace Temple asked for public comments. No public comments were made.

VII. NEW BUSINESS – Ms. Candace Temple (5:25 p.m.)

A. VOTE TO ADOPT PROPOSED 2025 LIBRARY BUDGET – Ms. Candace Temple

The motion to adopt the Proposed 2025 Library Budget was made by Mr. Donald Luther, Jr., and seconded Mrs. Delores Watts. The motion was carried unanimously (5:26 p.m.).

VIII. COMMENTS BY THE LIBRARY BOARD OF CONTROL – (5:26 p.m.)

Darryl Hurst requested feedback regarding the request for funding to start a Neighborhood Literacy Pilot in underserved communities.

Ms. Mary Stein and Mr. Darryl Hurst discussed allocated funding for outreach programs emphasizing literacy in underserved communities, and a committee consisting of educators to evaluate the program.

A. APPROVAL TO ESTABLISH A COMMITTEE TO DISCUSS A NEIGHBORHOOD LITERACY PILOT -

Ms. Candace Temple. A motion to approve was made by Mr. Donald Luther, Jr., and seconded by Mrs. Delores Watts.

Ms. Candace Temple asked for additional comments from the board and public.

Mr. Donald Luther, Jr inquired about an application for food programs through DHH.

Ms. Mary Stein responded that the library settled on the Summer Feeding Program, where it stores the food weekly to serve participants at the branches.

Ms. Candace Temple asked for additional comments from the board and public. No comments were made.

IX. ADJOURNMENT – Board President Candace Temple requested a motion to adjourn. A motion was made by Mr. Donald Luther, Jr. and seconded by Mrs. Delores Watts. **The meeting was adjourned at 5:45 p.m. by unanimous vote.**