

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
DELMONT GARDENS BRANCH LIBRARY
3351 LORRAINE STREET
BATON ROUGE, LA 70805
NOVEMBER 19, 2009
4:00 P.M.

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF
OCTOBER 15, 2009 AND THE SPECIAL MEETING OF NOVEMBER 5, 2009

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORT
- C. OTHER REPORTS

IV. OLD BUSINESS

- A. REPORT ON DESIGN WORK FOR NEW MAIN LIBRARY – MR. STEVE JACKSON,
AND MR. KEN TIPTON
- B. REPORT ON ROUZAN DEVELOPMENT – JTS REALTY SERVICES, LLC

V. NEW BUSINESS

- A. REPORT BY THE AD HOC COMMITTEE FOR SOUTH BRANCH DEVELOPMENT-
MR. STAN BARDWELL
- B. PUBLIC COMMENT POLICY
- C. INTERNET ACCESS POLICY AND E-RATE
- D. CAREER CENTER – MS. ANNE NOWAK

VI. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

**THE PUBLIC IS ALLOWED TO MAKE COMMENTS RELATIVE TO AN AGENDA
ITEM AT THE DISCRETION OF THE LIBRARY BOARD PRESIDENT. ANY
COMMENTS NOT RELATED TO AN AGENDA ITEM MAY BE RECEIVED AND
DISCUSSED OR DEFERRED TO A FUTURE MEETING UNDER PROCEDURES
DIRECTED BY THE LIBRARY BOARD PRESIDENT.**

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

November 19, 2009

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the meeting rooms of the Delmont Gardens Regional Branch Library on November 19, 2009. In Mr. Reed's absence, Ms. Tanya Freeman, Vice President of the Board, called the meeting to order at 4:10 p.m. Members of the Board present were Mr. Jamie Griffin, Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Ms. Kizzy Payton, and Ms. Beth Tomlinson. Also in attendance were Mr. David Farrar, Library Director, Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Brenda Lovett, Library Business Manager; Ms. Rhonda Pinsonat, Assistant Library Business Manager, Ms. Liz Zozulin, Executive Assistant to the Library Director; and Ms. Anne Nowak, Head of the Library's Career Center. Ms. Alison Cascio, Metropolitan Council member for District 11; Mr. Davis Rhorer, Director of the Downtown Development District; Ms. Nikki Essix, of the Parish Attorney's Office; and Mr. Jim Frey, Special Projects Architect with the City-Parish Department of Public Works also attended. Mr. Jermaine Watson, Governmental Affairs Associate with the Baton Rouge Area Chamber; Mr. Steve Jackson, architect with The Library Design Collaborative; Mr. Tommy Spinosa of JTS Realty Services, LLC and three members of his pre-construction team; and Mr. Michael Sullivan, architect with Looney, Ricks, Kiss Architects, L.L.C. were also present. Also in attendance were approximately seven people from the Library staff, and the community, Mr Steven Ward, reporter and Mr. Patrick Dennis, photographer both with *The Advocate*.

The minutes of the regular meeting of the Library Board on October 15, 2009 were unanimously approved on a motion by Mr. Griffin, and seconded by Ms. Payton with two corrections. The minutes of the special meeting of November 5, 2009 were unanimously approved on a motion by Ms. Payton, and seconded by Ms. Tomlinson.

Reports by the Director

Mr. Reed, Board President then arrived and continued the meeting. He asked Mr. Farrar to present his financial and system reports. Mr. Farrar complimented Ms. Melissa Bradley, Branch Librarian and her staff for the wonderful building and programs held at this branch and for hosting the Board meeting today. Mr. Farrar then gave his reports noting that capital outlay has remained at \$400,863.95. But this amount will be revised next month as the bid for the new bookmobile is \$24,890 more than previously estimated. The Cash Collections report as of November 6, 2009 shows property taxes collected this year in the amount of \$33,211,964.46. This figure has not changed since July. Interest earned and back taxes were recorded in the amount of \$33,476,423.78. The Statement of Revenues, Expenditures and Encumbrances as of October 31, 2009 shows operating expenditures of \$17,757,950.46 which is 65.81% of the operating budget for 2009. The expenditures for the Library are on track for October because the Library should not have spent more than 83% of the operating budget. In regard to interest

earnings on property tax revenue, the Library has collected \$100,631.04 or 111.81% of the amount budgeted. Mr. Farrar said the system reports included the Gate Count and Database Usage for October, Programming for August, and Reference Questions for August, September and October.

Mr. Farrar then announced that Ms. Stein had just signed an invoice for the purchase of *The Great Gatsby*, the 2010 One Book/One Community book. He also said that wiring for WIFI is proceeding at this time. Mr. Farrar asked Ms. Elizabeth Myers, Head of the Library's Computer Division, to give a summary of the schedule for the implementation of WIFI accessibility system-wide. Ms. Myers said they plan to offer service at the Main Library, then the Eden Park Branch followed by the regional branches and then the community branches such as Delmont Gardens.

Mr. Farrar then asked Ms. Husband to report on maintenance, repair and refurbishing at the branch libraries. She distributed copies of photos of the new fencing at the Greenwell Springs Road Regional Branch Library, and the flooring and carpet tile replacement at the Baker Branch. She said that the bids have come in for the flooring in the Bluebonnet Regional and the Jones Creek Regional Branch Libraries. Mr. Tim Bankston, Library Facilities Manager is working on replacing the cooling tower at the Bluebonnet Regional Branch. Ms. Stein noted that when the flooring at the Jones Creek Regional and Bluebonnet Regional Branches is being replaced, there will be some short periods of time when the meeting rooms will be unavailable.

Mr. Farrar concluded his remarks by introducing Mr. Jim Frey, Special Projects Architect with the City-Parish Department of Public Works who will address the Board on the process thus far in choosing a commissioning agent for the Leadership in Engineering and Environmental Design (LEED) certification of the new Main Library.

Mr. Reed then introduced Ms. Alison Cascio, Metropolitan Council member from District 11, and thanked her for coming to the meeting. He said it is always good to have Council members attend Library Board meetings.

New Business

A. Report by Ad Hoc Committee for South Branch Development-Mr. Stan Bardwell

Mr. Reed said that Ms. Payton had requested that they discuss under "New Business" the report by the Ad Hoc Committee first so that she can participate before she leaves the meeting for another commitment. Mr. Reed asked Mr. Bardwell to present the committee's findings.

Mr. Bardwell said that Mr. Reed appointed Ms. Beth Tomlinson, Mr. Jermaine Watson, Mr. Tom DuBos and him to gather additional information and make a recommendation for the Burbank and Rouzan sites. The committee was to gather information in a month and report on their findings at the November Board meeting. Mr. Bardwell said they met three times. At their first meeting the committee listed the information that would be necessary to make an informed decision. At the second meeting they discussed the information they gathered regarding

demographics; the environmental issues such as wetlands and the floodplain on Burbank Drive; the lawsuits pending against the Rouzan development and the issues involved if the Traditional Neighborhood Development (TND) is nullified. Much of the information presented at this meeting was in document form. The third meeting was held yesterday with the difficult task of formulating recommendations for the Board. Mr. Bardwell said that after lengthy discussions the committee produced a three part recommendation as follows:

They moved that the committee recommend to the Library Board that: the Board proceed with plans for the construction of a branch at the site on Perkins Road as part of a development known as Rouzan; that the Board request the Parish Attorney to prepare an addendum to the Agreement to Donate and Accept for execution by the parties setting forth the rights of the City/Parish and the obligations of the Rouzan developer in the event a final judgment in favor of the plaintiffs in the case styled, "Bob Welch & Daniel Hoover vs East Baton Rouge Metropolitan Council, Defendant, and 2590 Associates, L.L.C. Intervenor, #563,619, 19th Judicial District Court" results in the nullification of the TND approvals for the Rouzan site; that the Board seek an extension of 18 months from the donors of the Burbank site not to commit to build on that site but to add a possible option of an alternate site in the event that Perkins Road becomes unavailable.

Mr. Bardwell then said he moved that the Library Board adopt the committee's recommendation. Ms. Freeman seconded the motion.

Mr. Reed thanked the members of the committee for their time and work. Ms. Freeman especially thanked Mr. DuBos and Mr. Watson, as non-board members, for their participation and work.

Ms. Freeman asked Mr. Bardwell to explain the lawsuit regarding the Rouzan development. Mr. Bardwell replied that the residents that live on the Rouzan property have challenged the Metropolitan Council for the ordinance which created the TND. Mr. Bardwell added that the committee did not evaluate the lawsuit, but only that the existence of the lawsuit presents a threat to building a library branch at Rouzan. Road access, utilities and parking could possibly vanish if the Rouzan TND is not built. The committee asked the Parish Attorney to work with the developer on a revision of the agreement that had been already signed by the developer and the City. The Library Board could end up with a branch building on A-1 property without roads, parking and utilities.

Ms. Tomlinson then said that Mr. Bardwell had invited Mr. Alex St. Amant, attorney for the plaintiffs, to speak at the committee meeting on November 6th. She added that she invited Ms. Lea Anne Batson of the Parish Attorney's Office to the committee meeting yesterday and she was very informative.

Mr. Bardwell then said that a trial date for this lawsuit is set for mid-June 2010. Mr. Reed then questioned Mr. Bardwell to confirm that the committee asked the Parish Attorney to revise the agreement. The answer was affirmative. Mr. Reed asked if there is an injunction to which Mr.

Bardwell said no. Mr. Reed then said that there is nothing in the lawsuit that impedes the Library from going forward with building on Perkins Road. Mr. Bardwell said that this is how they determined to mitigate the risk.

Mr. Griffin then thanked the committee members for their work. He said that he attended the second committee meeting and that the committee had a harder job than the Board has today. He recommended that they go forward.

Ms. Freeman asked if they can get an extension of the deadline in order to build at Burbank. Mr. Reed replied that he reported to the committee that he thought they could get an extension of time.

Mr. Browning said that he was invited to go to a meeting with some engineers about the Burbank site. He said they did not agree that building on the Burbank site would result in flooding. The engineers also said they believed a permit could be granted to build on Burbank. Mr. Browning added that these engineers also said the Library could get a performance bond for the Rouzan construction to ensure that the roads, utilities and parking are guaranteed.

Ms. Tomlinson then asked Mr. Browning which engineers gave him this advice. He replied that Mr. Bardwell could answer that question. Ms. Tomlinson asked Mr. Bardwell if the engineers were from SJB Group, LLC to which Mr. Bardwell answered yes. Ms. Tomlinson said she feels any engineer knowing the potential for work would say permitting is possible. She reminded the Library Board that the development of that property must be consistent with the Louisiana Department of Environmental Quality's (LDEQ) evaluation of Total Maximum Daily Loads (TMDL) for the Manchac watershed which is now at capacity. In addition, the Corps of Engineers regulates the mitigation of wetlands and investigates if there are other more suitable sites to build on. Also, a 404 permit for mitigation of the wetlands would need to follow Environmental Protection Agency (EPA) guidelines.

Mr. Griffin left the meeting at 4:40 p.m.

Mr. Reed said there are other changes that are being made now regarding the wetlands. Ms. Freeman said as a government agency, they need to follow these guidelines and recommendations.

Mr. DuBos said they should compliment Mr. Bardwell for his leadership in the committee. He set up the meeting with the engineers at SJB Group after the committee received information from Ms. Tomlinson on the issues involved in building on wetlands and in floodplains. Mr. DuBos continued that it was very enlightening to learn of all the aspects involved in building on Burbank. As a result there was a long and heated discussion by the committee members. Mr. DuBos thanked Mr. Reed for the opportunity to serve on this committee.

Ms. Tomlinson reminded the Board that the Mayor has denied funding for the building of a branch on Burbank Drive. Ms. Freeman said that the Mayor denied the funding because the Library cannot afford an additional \$6 million to build two branches in the southern portion of the parish. Ms. Tomlinson then said that she thought the donors of the property on Burbank

Drive would donate it to some other organization in order to retain their roughly \$900,000 tax credit rather than selling the land at \$200-\$300,000.

Mr. John Berry, a member of the community, said he had a memo for the Library Board which he then distributed. The memo was his summary of information that was obtained from Mr. Greg Wiley, P.E. of the East Baton Rouge Parish Department of Public Works (DPW) Sewer Engineering Division. Mr. Berry also referred to an August 2008 memo from Mr. Wiley outlining the sewage problems in the area including the Rouzan development. Mr. Wiley said that growth in the area has exceeded the current infrastructure capacity. Backing up of raw sewage into streets, yards and homes occurs during periods of heavy rain. The DPW has asphalted over 250-pound manhole covers to keep sewage from overflowing onto streets. Even if sewage from Rouzan were diverted to other sewer service areas the flow could not be handled sufficiently.

Mr. Berry added that since 2008 people living in the Rouzan area have tried to get the attention of the authorities and the public about the dire need to properly remedy the problem. This problem was a news item on Channel 9 News last night. According to Mr. Berry among the comments in the report was one that said that DPW officials said construction on the Rouzan development should not begin.

Mr. Berry said that Mr. Wiley reported that DPW is working on a sewer upgrade, but that the estimated date of completion is March 2011, one year after the beginning of construction on Rouzan. Mr. Berry said they do not want any more building in the area until the sewer system is upgraded. Ms. Tomlinson asked Mr. Berry to whom he was referring in the word "they". He replied the people living in the Southdowns area.

Ms. Tomlinson replied that the City-Parish is under a consent decree by the EPA because of the high level of the TMDL which is the amount of pollution an area can hold and that the Burbank area is at capacity. Ms. Kathy Wascom, a liaison for the Louisiana Environmental Action Network (LEAN) and a member of the community, said LEAN won that consent decree in 1996. Ms. Wascom said the LDEQ is using 2006 TMDL figures for their required report to the EPA, and that based on this report mitigation costs are expected to increase after January 2010.

Mr. Berry added that the additional concern with the Rouzan development is the ongoing financial problems of Mr. Spinosa at Perkins Rowe and the loss of his construction firm's contractor license. Mr. Berry concluded his remarks by telling the Library Board that they are to serve the public, but that the public is not well served if the Board builds a branch library in Rouzan.

Ms. Alison Cascio, Metropolitan Council member for District 11, said she is at this meeting to share her knowledge as a planner. She said that she has serious concerns with building a branch library on Burbank Drive. She said one can get engineers to mitigate, but is that a responsible decision when there is another site available. A library is a place where people come to learn, so she questioned placing a library in a location where we know there are environmental issues. She added that the citizens of Louisiana must stop fighting our natural environment and build on high and dry areas. Building on Burbank Drive will impact the environment. She added that

building on Perkins Road would better serve the Board's clientele. She noted that the college students living in the Burbank area will use the college library rather than the local public library. Ms. Cascio also thanked the Board for their service. Ms. Freeman replied that it is all about serving the needs of the public.

Mr. Reed said that there is little available land for a library branch in the southern portion of the parish. Ms. Cascio replied that from her experience as a planner, one encourages construction in infill areas and that the Rouzan site is the perfect infill area.

Mr. Murray McCollough, an employee of Benchmark Engineering Group, LLC who is part of Mr. Spinosa's construction team, said he would like to make several comments. He said that there is capacity in the sewer system that would serve Rouzan. He added that they have letters from Mr. Wiley and the DPW to that effect. He noted that the branch library will be built in section 1B, and that Mr. Spinosa has agreed to allow the City to construct a lift station on Rouzan property to alleviate the sewer problem.

Mr. Reed said that he is concerned about the dilemma facing the Board. He said they have both camps fighting against each other with the ability to find a third site remote. He continued that both sites have good and bad points. Ms. Payton then said that the Board asked the ad hoc committee to study these issues. She made a motion to go forward with the recommendation of the committee noting that otherwise, the Board would be in the same situation as they were prior to the committee's formation. Ms. Freeman asked if they could move forward. Ms. Tomlinson said to Mr. Reed that the committee studied the issues and has given the Board its findings. Mr. Reed replied that the recommendation does not give the Board a conclusion. Ms. Freeman noted that there is no exact answer in this situation.

Mr. Bardwell said he disagreed about the committee not presenting a conclusion. He said they have answered the question put before them, and the committee's conclusion enables the Board to have some options regarding the negative aspects of each site. He added that the committee was aware that Mr. Spinosa's contractor's license had been revoked, but the committee did not consider that a concern since another contractor could be hired to construct Rouzan. He did admit that they did not know about the sewer issues until the report last night on Channel 9 News. He said the third part of their recommendation does not say "build on the Burbank site", but rather recommends they get an extension of the donation deadline, so that in the future the Board can make a decision about that site. He then said that they have a letter from the engineers that states they do not know if a 404 permit for mitigation of the wetlands can be issued for the Burbank site until an application for such is submitted to the EPA. He continued to say that the choices in the committee's motion give the Library Board options and he thinks it is reasonable for the Board to approve the recommendation. Mr. Browning said that all these environmental threats are not valid and that the Board needs to refer to a legal document like *The Congressional Record*.

Mr. Bardwell then said the first step for the Board would be to obtain an extension of the donation deadline on the Burbank site. Ms. Tomlinson then said there could be a legal problem if the Board chooses not to build at Rouzan because of the agreement made with JTS Realty Services. Mr. Reed then said of the Burbank site that the problem is there is no development

there currently. Mr. Bardwell replied that the Board should proceed with building a branch at Rouzan and then if something should prevent that, the Board can consider the Burbank site. Mr. DuBos said the committee considered suggesting neither site, but they felt that was not their charge from the Board. Mr. Bardwell added that the final conclusion was a compromise by the committee members.

Mr. Reed then asked for a vote on the committee's recommendation. The Board voted with Mr. Reed, Mr. Bardwell, Ms. Payton and Ms. Tomlinson voting for the recommendation; Mr. Browning and Ms. Freeman opposing and Mr. Griffin not present for the vote.

B. Public Comment Policy

Mr. Reed said that Mr. Griffin asked that the Board address the public comment policy that is currently in place during Library Board meetings. Mr. Reed said that the current procedure restricts comments to items on the agenda. Mr. Griffin has asked that the Board consider making two changes; those being a time limit on comments by the public, and an identification of the group and proof of the authority for anyone speaking on behalf of a group. Mr. Bardwell made a motion that they table this topic for this meeting since Mr. Griffin was absent. Ms. Freeman seconded the motion which passed. The item will be discussed at the next Board meeting.

Ms. Payton left the meeting at 5:25 p.m.

Old Business

A. Report on Design Work for New Main Library-Mr. Steve Jackson

Mr. Reed then asked Mr. Steve Jackson to report on the progress with the design work for the new Main Library. He said that the City-Parish Department of Public Works has requested that they be involved in the choice of a Leadership in Engineering and Environmental Design (LEED) Commissioning Agent and also involved in the LEED process for the new Main Library. Therefore, Mr. Jim Frey, Special Projects Architect with the City-Parish Department of Public Works has been working with the Library staff and the architects to produce a Request for Qualifications (RFQ) for a Commissioning Agent. Once the Commissioning Agent is chosen, the architects will complete the design work with a review by the Commissioning Agent. Then a cost estimate and the final design will be presented to the Library Board for its approval.

Mr. Jackson said that the architects met on Monday to work on their cost estimates. The Leadership Team which consists of the architects, Mr. Frey, Mr. Farrar and Mr. Bill Palmer, Superintendent of BREC, will meet on December 3rd and the architects will give them their budget.

Mr. Farrar asked Mr. Frey to summarize the steps in naming a Commissioning Agent. Mr. Frey said the RFQ will appear in *The Advocate* tomorrow. There will be a meeting on Dec. 10th for those who wish to submit a bid. The selection of an agent will occur on December 17th. Mr. Jackson asked Mr. Frey how long after the selection, will a contract be ready for the agent to

sign. Mr. Frey replied that this is the first contract for a commissioning agent for the City-Parish to produce, so they are not certain of the time frame. Mr. Jackson said he is sorry for the delay in the design presentation, but knows that the final result will be worth the wait now. Mr. Farrar noted that Mr. Frey had the RFQ ready in a month, so progress is being made. Mr. Frey added that there are only four buildings in the city that are LEED certified, so this concept is new to Baton Rouge. Mr. Jackson said that the Library will be the first government building in Baton Rouge to be LEED certified and he is proud to be involved in this effort.

B. Report on Rouzan Development-JTS Realty Services, LLC

Mr. Reed asked Mr. Michael Sullivan, architect with Looney, Ricks, Kiss Architects, L.L.C. to address the Board regarding the design of the proposed branch library in the Rouzan development. Mr. Sullivan said he has been working with the administrative library staff on a schematic design for the branch building. He displayed several sketches illustrating the exterior and interior design of the library. He explained that the library is an anchor of the area designated as the Town Center. One entrance to the building faces the Village Green which is a lawn or park. The building has a traditional or classic exterior design to signify its civic nature. The interior of the building is similar to a Barnes & Noble bookstore with kiosks and lounge seating. The front porch of the building is designed to be used by the staff for programming needs. Another entrance is located on the street side of the building where retail establishments will be located. Mr. Sullivan pointed out the location of the various departments inside the building. He noted that currently they are working on elevations and finishes for the building along with the roof line design and placement of equipment.

Mr. Bardwell asked if there is an entrance into the library from the street to which Mr. Sullivan said yes. He added that the street entrance on the north side is the primary one, but that there is also an entrance on the opposite side. He said they are aware of security issues with two entrances, but have addressed them sufficiently with the assistance of library staff. He also said that shelving heights are designed for visual control.

There are three group study rooms in the plans along with a meeting room for sixty people. The Children's Services Department is located near this area so the meeting room can be used for children's programs. Mr. Sullivan also noted that staff work areas are included. Mr. Reed asked about the capacity of the room they were in for comparison to which Ms. Husband replied 100 people. Mr. Farrar thanked Ms. Stein and Ms. Husband for their assistance to Mr. Sullivan.

Councilwoman Cascio then asked about the design and location of the two retail spaces. Mr. Sullivan said these establishments will have separate walls with a zero property line. They will be separate structures, but will have a common façade on the Town Center side of the building. Ms. Cascio said that she likes the design and the fact that they worked with the Library staff. Mr. Bardwell asked if the retail structures have been approved to which Ms. Cascio said yes. Mrs. Gayle Smith, a member of the community, asked how they could donate the structure to the Library with the adjacent retail establishments. Ms. Tomlinson replied that the library and the retail establishments each have a zero property line. Mrs. Smith also asked about the location of parking to which Mr. Sullivan said there is parking about 100 feet from the library.

Ms. Freeman asked whether the retail businesses would own or lease those spaces. Mr. Sullivan said he did not know the answer. Mrs. Smith asked when the parking garage would be built to which Mr. Sullivan said he did not know.

New Business

C. Internet Access Policy and E-Rate

Mr. Farrar said the Library's Internet Access Policy had recently been revised in regard to cyber-stalking. This revision is a requirement in order for the Library to comply with the regulations outlined by the federal program called E-rate. The E-rate program reimburses the Library for a portion of its telecommunication charges. The Library Board members were given the revised policy and they were asked to sign an attendance sheet as documentation of their acknowledgement of this policy and the change in it. The Board members present signed the attendance sheet.

Mr. Bardwell left the meeting at 5:45 p.m. and Mr. Browning left at 5:50 p.m.

D. Career Center-Ms. Anne Nowak

Mr. Farrar introduced Ms. Anne Nowak, the Head of the Library's Career Center. She is a certified career coach who is one of the most valuable employees in the Library system during these hard economic times. Ms. Nowak distributed a summary of the services she provides at the center located in the River Center Library. She said she works twenty hours per week on Monday, Wednesday and Friday. She said her mission is to teach individuals to become their own career managers. She added that she does not look for employment for patrons, but helps them search for jobs themselves. The center has print and non-print materials, and a website with links to other valuable websites.

Ms. Nowak mentioned that she conducts one-on-one coaching sessions on topics such as résumé writing, career change and job searching methods. She added that she also conducts seminars for Women's Week and for city and state employees. She said for next year she plans to distribute information on careers in health care and sales. Mr. Reed asked Ms. Nowak about the one-on-one coaching and what that entails. She said she talks to her clients and does use assessment tools on a limited basis.

Mr. Berry asked why the Career Center is part of the Library system. Ms. Nowak replied that Ms. Ursula Carmena, the founder of the Career Center approached the Library Board to establish the Center because she knew that other library systems around the country had Career Centers. The Library Board agreed to support a Career Center and Ms. Carmena volunteered her services for four years. Ms. Stein then added that Ms. Nowak is well-qualified, and that this department provides a special service.

There being no further business, the meeting was adjourned at 6:00 p.m.

Dan Reed, President

David Farrar, Library Director