

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
MAIN LIBRARY
7711 GOODWOOD BOULEVARD
BATON ROUGE, LA 70806
SEPTEMBER 16, 2010
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF AUGUST 19, 2010
- III. REPORTS BY THE DIRECTOR
 - A. FINANCIAL REPORT
 - B. SYSTEM REPORTS
 - C. OTHER REPORTS
- IV. OLD BUSINESS
 - A. REPORT ON CONSTRUCTION DOCUMENTS FOR NEW MAIN LIBRARY – MR. KEN TIPTON – THE LIBRARY DESIGN COLLABORATIVE
 - B. REPORT ON ROUZAN DEVELOPMENT – 2590 ASSOCIATES
 - C. REPORT ON FAIRWOOD BRANCH LIBRARY – MR. RICHARD BROWN - BANI, CARVILLE & BROWN ARCHITECTS, INC.
 - D. REPORT ON DOWNTOWN BRANCH LIBRARY
 - E. DISCUSSION OF PUBLIC COMMENT POLICY AT LIBRARY BOARD MEETINGS
- V. 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

September 16, 2010

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the auditorium of the Main Library on September 16, 2010. Ms. Kizzy Payton, President of the Board, called the meeting to order at 4:10 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Ms. Tanya Freeman, Mr. Derek Gordon, Mr. Lawrence Lambert, and Ms. Beth Tomlinson. Also in attendance were Mr. David Farrar, Library Director; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Rhonda Pinsonat, Assistant Business Manager in the Library Business Office; and Ms. Liz Zozulin, Executive Assistant to the Library Director. Metropolitan Councilwoman Tara Wicker of District 10; Mr. Davis Rhorer, Director of the Downtown Development District; Mr. Rip Manint of the Parish Attorney's Office; Mr. Jim Frey, architect with the Department of Public Works, Architectural Division and Mr. Jermaine Watson, Governmental Affairs Associate with the Baton Rouge Area Chamber were present. Mr. Ken Tipton, Mr. Steve Jackson, Ms. Lisa Hargrave, and Mr. Benjamin Bradford, architects with The Library Design Collaborative; Mr. Norman Chenevert and Mr. Dyke Nelson, architects with Chenevert Architects; Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc.; Mr. Tommy Spinosa, III with 2590 Associates; Mr. Mike Sullivan, architect with LRK and Mr. Trey Trahan, architect with Trahan Associates also attended. Ms. Rebekah Allen, reporter and Mr. Richard Hannon, photographer both with *The Advocate* and Mr. Russell Jones with WBRZ-TV along with about fifty people from the community were also at the meeting.

Ms. Payton opened the meeting by asking for the approval of the minutes of the regular meeting of the Library Board on August 19, 2010. The minutes were unanimously approved on a motion by Ms. Tomlinson, and seconded by Mr. Lambert.

Ms. Tomlinson then made a motion to amend the order of the items on the agenda. Ms. Tomlinson moved that item E, "Discussion of Public Comment Policy at Library Board Meetings" under Old Business be moved to item A under Old Business. Mr. Lambert seconded the motion which passed unanimously.

Reports by the Director

Ms. Payton asked Mr. Farrar to present his financial and system reports. Mr. Farrar gave his reports noting that the Statement of Revenues, Expenditures, and Encumbrances as of August 31, 2010 show operating expenditures of \$15,232,231.27 or 49.05% of the operating budget spent. Through August, the Library should have spent no more than 66.67% of the operating budget. Cash collections from property taxes for 2010 fell significantly this month which is normal based on the Library's collection history. In spite of the drop-off, collections remain higher than the same period last year as we are \$1,445,000 and 4.28% over 2009.

Mr. Farrar noted that the East Baton Rouge Parish Library again leads the state in database usage, gate count numbers throughout the system remain strong as usual and circulation statistics are high.

He said that at last month's meeting, they presented the new bookmobile to the Library Board and the public. He noted that through the Board's hard work, the addition of a new 37-foot coach bookmobile became a reality. He added that in the last month the staff has driven the vehicle to several locations throughout the parish to introduce this latest acquisition. They have already attended several events with the bookmobile and are planning to be present at some of the LSU and Southern University games over the coming weeks. A schedule will then be created so that this "library on wheels" can be visited by adults and children to access technology, materials and programming.

Mr. Farrar then gave a brief summary of the activities involving the various library projects. The Library Design Collaborative is continuing to work on the construction documents for the new Main Library. The projected date for the groundbreaking is February of 2011. He added that a team meeting was held with Mr. Jim Frey, architect with the Department of Public Works (DPW), Architectural Division, Mr. Bill Palmer, Superintendent and Mr. Ted Jack, of BREC, members of The Library Design Collaborative and Mr. Bob Abbott of the Parish Attorney's Office on September 13th. The Library Design Collaborative also held meetings with the Library staff on August 30th and 31st to discuss lighting, data and electrical issues for the new building.

In regard to the Rouzan project Mr. Farrar said that Mr. Tommy Spinosa, III is present at this meeting and will give an update to the Board. The staff is continuing to meet with Mr. Mike Sullivan, architect with LRK regarding lighting and floor plan adjustments of the library branch. The official donation of the property to the Library has been made and the paperwork has been sent to Mayor Holden's office for his signature.

Mr. Farrar then said that they are continuing to meet with Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc. on the Fairwood Branch Library. Design development documents have been submitted to Mr. Frey for his approval. A presentation of this work will be made to the Library Board in October.

In regard to the downtown branch library, the Board was given a package of information containing demographics, population, school proximity to the downtown library, results of the on-line survey and the comments of the public at the Public Forum on August 16th. All of these reports represent a complete package of information from which the Board can decide the next step regarding the downtown branch library.

Mr. Farrar asked Ms. Stein to give an update on programs and services provided by the Library. Ms. Stein said that they are drumming up interest in the new bookmobile through various activities such as being part of the LSU homecoming parade. Today the bookmobile is at the Baton Rouge Community College and was at *Live after Five* last Friday. The staff is now ordering materials and supplies for use by visitors to the mobile library.

Ms. Stein said they are compiling the final statistics for the Summer Reading Program. The statistics are high again this year and especially so in the Teen Services Division. She added that the 33rd Author-Illustrator program featuring Eric Kimmel will be held on September 23rd and September 24th.

Ms. Stein noted that Ms. Mary Manhein, forensic anthropologist from LSU, presented a program last evening at the Jones Creek Regional Branch Library. Mr. Browning said he attended the event and was very impressed by the number of people who came. Mr. Browning noted that the staff members at Jones Creek were very accommodating to the public. It was necessary to open an additional meeting room for the overflow crowd. He added that Ms. Manhein should be booked again as soon as her schedule allows.

Ms. Stein added that the month of October is National Archives Month. The Library's archivist, Ms. Melissa Eastin has just completed an inventory of items in the Baton Rouge Room collection. Ms. Stein also announced that on October 12th Leo Honeycutt will speak about his biography of former Governor Edwin Edwards. On October 16th the Tenth Annual Attic Treasures will take place at the Jones Creek Branch.

Mr. Farrar asked Ms. Husband to give a report on branch maintenance which is important for the upkeep of the Library buildings. Ms. Husband said that her staff works at keeping the buildings presentable for all the services and programs that are scheduled for the public. She said that the cooling tower at the Bluebonnet Regional Branch Library has been installed and is running. Some control work is being done on the system and site clean-up will complete the work. The Jones Creek Branch will be closed for the next three days in order to install a new heating and air conditioning unit. Then new flooring will be installed in this branch so that by the end of the year all work will be finished. Specifications for a new energy management system at the Scotlandville Branch are being written.

Old Business

E. Discussion of Public Comment Policy at Library Board Meetings

The Library Board has wanted to adopt a public comment policy in order to conduct the business on the Board's agenda. At last month's meeting, the Board voted to submit to Ms. Mary Roper, Parish Attorney, Ms. Tomlinson's concise version of the original public comment policy produced by Ms. Nikki Essix and reviewed and signed by Ms. Roper. The Parish Attorney reviewed Ms. Tomlinson's version of the policy and on September 9th issued a legal opinion that the policy is sufficient to comply with the requirements of the law.

Ms. Tomlinson then made a motion that the Board approve the amended Public Comment Policy which Ms. Freeman seconded. Ms. Payton, Ms. Freeman, Mr. Lambert, Mr. Bardwell, Mr. Gordon and Ms. Tomlinson voted for the motion; Mr. Browning voted against the motion. The motion passed.

Ms. Payton then stated that the policy is in force at this time. She went over the process and rules as outlined in the policy below:

PROCEDURES FOR PUBLIC COMMENT

1. Unless otherwise provided herein, the Board will provide for public comment at each of its regular meetings. The agenda for each regular meeting will include a public comment item.
 - A. The period for public comment will be announced by the President of the Board or person conducting the meeting immediately following the introduction of an agenda item.
 - B. The President of the Board or person conducting the meeting has the authority to end the comment period.

2. Persons wishing to comment must be in attendance at the meeting and shall:
 - A. Speak only when recognized by the President of the Board or person conducting the meeting.
 - B. Speak only on the agenda item that has been announced.
 - C. Rise and state their name prior to any remarks on an agenda item.
 - i. Direct all comments to the President of the Board or person conducting the meeting.
 - ii. Display proper decorum and conduct at all times.
 - a. There is an absolute prohibition on personal attacks on Board members or others, comments considered profane, frivolous, harassing, and repetitive or are not appropriate for comment.
 - b. The President of the Board or presiding officer has the right to exclude such comments at his discretion, prohibit further comment for any speaker who violates the rules, and, if necessary, call for the removal of any person for misconduct or refusal to obey reasonable orders from the meeting.
 - D. If speaking on behalf of a group, provide documentation for approval by the Board President or person conducting the meeting that their presented views are those of the organization. A resolution or official minutes from the organization are acceptable forms of documentation.
 - E. Speak only once per agenda item and limit comments to (3) minutes or less.

In regard to item D of the policy the Board agreed that the documentation for approval by the Board President that an individual is presenting the view of an organization must be received by noon of the day of the Board meeting. Mr. Tom DuBos, a member of the community, asked if the Library had received the documentation for him and for Mr. Harvey Landry as spokesmen for the Federation of Greater Baton Rouge Civic Associations. Mr. Farrar replied that they had.

On another matter, Mr. John Berry, a member of the community, asked who was paying for Mr. Farrar, Ms. Payton and Mr. Gordon to attend the Baton Rouge Area Chamber Canvass Trip to Pittsburgh. Mr. Farrar said the Library is paying for him and Ms. Payton to participate. Mr. Berry asked the cost per person to which Mr. Farrar stated \$2,000. Mr. Berry questioned Mr. Gordon and he replied that public funds are not being used for his fee and therefore, the matter is Mr. Gordon's business.

A. Report on Construction Documents for New Main Library – Mr. Ken Tipton – the Library Design Collaborative

Mr. Ken Tipton, architect with The Library Design Collaborative, said that construction document production was proceeding on schedule. Meetings were held on August 30th and 31st with the Library staff to review electrical and technology device locations and configurations. Night time light readings were taken at several library branches and the analysis of the lighting system design is being finalized.

Mr. Tipton added that the team meetings with Mr. Farrar, Mr. Jim Frey of the Department of Public Works, Architectural Services, and Mr. Bob Abbott of the Parish Attorney's Office continue to be effective in identifying and resolving questions in a coordinated way. The next meeting will be held on September 27th. Meetings with BREC were held on August 25th and September 13th to incorporate review comments and discuss the cybercafé.

Mr. Tipton summarized the next steps in the pre-construction phase of the project. He noted that 75% of the construction documents will be completed by the end of October. These will be submitted to the Commissioning Agent and the State Fire Marshall to confirm project applicability of 2006 code requirements.

B. Report on Rouzan Development-2590 Associates

Tommy Spinosa, III gave an update on the property donation for a branch library in the Rouzan development. Mr. Spinosa said 2590 Associates has signed the cooperative endeavor agreement donating the property to the Library. The documents are in the Mayor's Office awaiting his signature which will finalize the donation.

Mr. Mike Sullivan, architect with LRK, said that he and the Library staff are continuing to work on the design development documents. A meeting will be scheduled to discuss the exterior of the building.

Mr. Bardwell asked about the time frame for beginning construction of the building after the Mayor signs the cooperative endeavor agreement. Mr. Sullivan said that infrastructure design drawings have been submitted to the City-Parish Department of Public Works. Mr. Bardwell said that the Library has access to the site through a temporary servitude, so he wondered when the Library would be able to work on the site. Mr. Lambert asked if Mr. Sullivan has applied for

the permits to begin road construction to which Mr. Sullivan said yes. Mr. Spinosa added that there is already an access road to the property.

C. Report on Fairwood Branch Library – Mr. Richard Brown – Bani, Carville & Brown Architects, Inc.

Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc. gave an update on his work for the Fairwood Branch Library. He said that they are working on cost estimates at this time. He added that depending on when DPW can finish reviewing and approving the design development documents he submitted, construction documents could be completed as early as the first week of December. On that time schedule, bidding could occur after the first of the year.

D. Report on Downtown Branch Library

Ms. Payton asked if there were any comments from the public regarding the downtown branch library. Mr. DuBos asked what the Board would be taking a vote on today. Mr. Farrar replied that the Board received a package of information which included a summary of who uses the River Center Branch Library, the proximity of schools to the River Center Branch, and the results of the on-line survey. They also received demographic and population statistics and a document containing the written comments made at the stations set up at the public forum on August 16th. Mr. Lambert added that Mr. Bardwell wanted the Board to have a month to review the information they were given before deciding on a course of action for the downtown library. Ms. Freeman said that prior to August there were more than three options for the downtown branch. Ms. Payton noted that as a result of the feasibility study by Trahan Associates, the Board has had three possible options for the downtown branch for two years. Mr. Gordon said he would like to clarify for the public what the three options are. They are to renovate the current River Center Branch Library, or to renovate and expand the current River Center Branch, or to construct a new building. No design development discussions have taken place to date. Mr. Cecil Cavanaugh, a member of the community, asked the Board when they will decide on an option to which Ms. Payton replied that it could be at this meeting.

Ms. Freeman said that she did not think the Board could vote at this meeting as it is not stated on the agenda, but she said the decision is up to the Board. Ms. Payton noted that no decision has been made about this downtown branch, but soon it would be time to do so. Mr. Farrar said that they need to spread the success of their library system all around the parish. Mr. Farrar added that the East Baton Rouge Parish Library System is one of the best in the country and as long as he is the Director, it will continue to be one of the best.

Ms. Tomlinson addressed the public and said that now was the time to express opinions on the downtown branch library. Mr. Berry said that Mr. Trahan's feasibility study was the only one that was considered and that this study was produced without a contract. Mr. Berry added that there are other architects that can give alternative ideas. He asked the Board if they were going to follow our country's capitalistic ideals and let others provide input. Ms. Payton replied that at

this point the Board is just looking at a course of action to take in regard to the downtown branch library. When the Board is ready to begin designing a building, the City-Parish Architectural Selection Committee will select an architect for the design work. Mr. Farrar agreed and confirmed that this is the process by asking Mr. Frey to respond. Mr. Frey concurred.

Mr. Bardwell then said that the agenda item does not state that a vote will be taken. He also said that last month the Board had no comments because the Board had just received the data. Mr. Bardwell added that as a Board, they can amend the agenda to state that the Board wishes to discuss the downtown branch options. Mr. Gordon said they can vote on an option for the downtown branch. Mr. Browning said the vote has to be unanimous and he will not vote. Ms. Tomlinson said that even if it says report on the agenda item, they can still vote, but Mr. Browning disagreed. Mr. Lambert said he has reviewed the data presented last month and is ready to discuss the options today.

Mr. Charles Grimmer, a member of the community, said a decision on an option has not been made and yet the Board has already voted to allocate \$19 million for the downtown branch library. Ms. Payton said that the \$19 million dollar amount is a place holder so that the money will be available if needed. It does not mean that \$19 million will necessarily be spent. Mr. Grimmer said that the Board should follow *Roberts Rules of Order* when conducting the Board meetings.

Mr. Brace Godfrey, III asked to speak. He said that a lot of public comment has been made. If the Board is going to spend \$19 million, why replicate what we already have? He continued that over time technology has changed and improved in many ways such as in cameras and cell phones. The Library has to evolve with technology and not just be a “box of books”.

Mr. Brian Goad, President of the Beauregard Town Homeowners Association, said that there are many children living in the downtown area. Mr. Goad said those downtown are willing to work with everyone. He said he respectfully requests that the Board give them the library branch for which they have been asking. Ms. Alex Smith, a member of the community, said “Is there a library downtown?”

Ms. Payton asked if there were any other comments from the public. Mr. Davis Rhorer, Director of the Downtown Development District, commended the Library Board and the staff for their due diligence and analysis for the downtown library. He urged the Board to make a decision.

Mr. George Heard, a member of the community, said he is a patron of the Library and everyone can be proud of our library system. But he said he does not think that \$19 million should be spent on a downtown branch, and he thinks that others feel this way, too.

Ms. Lillie Gallagher, a member of the community, said she visited Seattle to see their downtown cultural center.

Mr. John Schneider, a downtown resident and business owner, said he has been an observer of the Library’s capital improvements program for several years. He said that Mr. John Berry and Mrs. Gayle Smith actively campaigned to keep the Main Library at the Goodwood location, and

so it will remain on Goodwood Boulevard. Mr. Schneider said that those downtown have waited for their turn to have a new library. He urged the Board to let the downtown residents and workers have the library they deserve.

Ms. Payton then said she would allow two more comments from the public. Ms. Kathy Wascom, a retired Library employee and a member of the community, said she worked at the Library starting in 1981. She said that in 2005 some of the citizens of the community said they would not vote for the Library tax renewal if the Main Library were moved downtown. She added that the tax renewal passed by a majority vote. Ms. Wascom said she wants to see a branch library downtown that has programming and ties in with downtown activities.

Councilwoman Tara Wicker of District 10 spoke next. She said she is at a loss for words, and that it is a sad day because of the division in the community. She added that if she were a visitor and heard this debate, she would not want to live here. She said it is sad that a compromise cannot be reached. She asked the Board to step back from the politics, and move ahead and don't look back, but look forward to the future of the community. She also said that she respects the Library Board and they do have the power to make the right decision.

Ms. Payton said that the public comment period for this topic is now over. Mr. Lambert then said that over the last three years the Board has been given a great deal of information on this issue. He added that in 2005 the citizens voted for something significant downtown. He added that 100,000 people visit downtown each day. A downtown library is not like a branch library in a neighborhood community. Mr. Lambert then made a motion that the Library Board constructs a new branch library building downtown of 57,000 gross square feet, with 46 subsurface parking spaces and free parking for patrons. Mr. Gordon seconded the motion.

Ms. Payton asked if the members of the Board had any comments or questions on this motion. Ms. Freeman said that \$19 million will not be sufficient to include the subsurface parking and so she wondered if this motion were fair. She said the Board would be voting to build something that will probably cost more. Mr. Gordon replied that the vote for this motion will simply move the process forward so that the Board can get some design ideas. He added that with the economic situation in this country now there could be some architects who could design the building that would cost less than \$19 million. Mr. Farrar agreed citing a conversation he had with BREC officials about this very situation.

Ms. Freeman asked Mr. Lambert how he arrived at 57,000 gross square feet. Ms. Tomlinson said that the actual net square feet for the building is 45,000 square feet. Mr. Lambert added that the construction downtown could qualify for New Market Tax Credits. Mr. Bardwell and Mr. Browning then asked how a government entity could obtain such a credit. Mr. Schneider then explained how the New Market Tax Credits work. He said this is a program by the U.S. Department of the Treasury for low income tax tracts. He said the East Baton Rouge Parish Redevelopment Authority obtains the credits which can be applied for by the entity who is constructing in a low income tract.

Mr. Bardwell questioned the additional cost of the underground parking. Mr. Lambert replied that they can look to private donors to pay for the parking garage. He added that they won't

know what resources are available until they make a motion to move forward with construction of this downtown branch library.

Ms. Tomlinson said that the Board took significant input from the public and the majority of the people want a new building. Mr. Bardwell said that he would not support the motion because of the scope of work. He added if it were rebuilt at 30,000 to 32,000 square feet for a reasonable price he would be agreeable. He said the building should be dramatic, but not overbuilt.

Mr. Bardwell made a substitute motion that the East Baton Rouge Parish Library System renovate the River Center Branch Library, as well as expand the building in an amount not to exceed 6,000 additional gross square feet so as to incorporate a new exterior façade and other interior functions, at a cost not to exceed \$6 million. Mr. Browning seconded the motion. Mr. Bardwell then passed out a document by another architect that compared the features and cost of a 45,000 square foot building versus a 32,500 square foot building. He said this comparison suggests that the Library Board does not need to allocate \$19 million. Mr. Bardwell then read from a letter by this architect comparing Memphis and their downtown library with Baton Rouge and its downtown library.

Ms. Freeman then asked what would happen if the Board voted for Mr. Lambert's motion, but the Metropolitan Council did not concur. Mr. Farrar said he believes that the Metropolitan Council would need to have a super majority in order to prevent the motion from moving forward.

Ms. Tomlinson then asked Mr. Bardwell how he arrived at the \$6 million figure to which Mr. Bardwell said he was quoting from the handout distributed to the public prior to the tax election. He said the document projected that 90% of the tax collected would be used for operating expenses and 10% would be used for new construction. He said that \$30 million would represent 10% of the tax collected. This figure would need to be allocated toward building the Main Library, the branches at Rouzan and Fairwood and downtown. He said he is concerned that what was promised at the time of the tax election will not be honored.

A vote was then taken on Mr. Bardwell's substitute motion. Mr. Browning and Mr. Bardwell voted for the motion; Ms. Payton, Ms. Freeman, Mr. Lambert, Mr. Gordon and Ms. Tomlinson voted against the motion which then failed.

Mr. Lambert then stated his motion again which was seconded by Mr. Gordon. Mr. Browning and Mr. Bardwell voted against the motion; Ms. Payton, Ms. Freeman, Mr. Lambert, Mr. Gordon and Ms. Tomlinson voted for the motion which passed.

Comments by the Library Board of Control

Ms. Payton thanked Councilwoman Wicker for attending the meeting and for expressing her thoughts. Mr. Farrar said he wished to recognize Captain Blair Nicholson of the East Baton Rouge Parish Sheriff's Department. He said that Captain Nicholson schedules and manages the deputies who provide security at the Main Library and the branches.

Mr. Bardwell said that one of his clients who is involved in a non-profit organization needed some old documents that had been donated to the Library. Mr. Bardwell noted that Ms. Eastin in the Baton Rouge Room was able to quickly locate the document, scan it and e-mail it to him for his client.

There being no further business, the meeting was adjourned on a motion by Mr. Gordon, seconded by Mr. Bardwell at 5:37 p.m.

Kizzy Payton, President

David Farrar, Library Director