

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
EDEN PARK BRANCH LIBRARY
5131 GREENWELL SPRINGS ROAD
BATON ROUGE, LA 70806
MEETING ROOMS 1 AND 2
SEPTEMBER 20, 2007
4:00 P.M.

- I. ROLL CALL
- II. MINUTES OF THE MEETING OF AUGUST 16, 2007
- III. PRESENTATION OF THE ROSE AWARD TO THE EAST BATON ROUGE PARISH LIBRARY FOR THE NEW EDEN PARK BRANCH LIBRARY – MR. KEN TIPTON - TIPTON ASSOCIATES
- IV. APPROVAL BY THE LIBRARY BOARD OF CONTROL OF THE BUILDING PROGRAM FOR A NEW MAIN LIBRARY IN THE PARK
- V. BOARD OF CONTROL BYLAW REVISION – MR. STAN BARDWELL
- VI. REPORTS BY THE DIRECTOR
 - A. FINANCIAL REPORTS
 - B. SYSTEM REPORTS
 - C. MISCELLANEOUS REPORTS
 - 1. TAX ABATEMENT REQUEST
- VII. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

September 20, 2007

The regular monthly meeting of the East Baton Rouge Parish Library Board of Control was held at the Eden Park Branch Library on Thursday, 20, 2007. Mr. Dan Reed, President of the Board, called the meeting to order at 4:08 p.m. Members of the Board present were Mrs. Katherine Auer, Mr. Stanford O. Bardwell, Jr., and Ms. Dorothy Stepteau. Also in attendance were Mrs. Lydia M. Acosta, Library Director; Mrs. Mary Stein, Assistant Library Director of Administration; Mrs. Patricia Husband, Assistant Library Director of Branch Services; Mrs. Brenda Lovett, Library Business Manager; Mrs. Rhonda Pinsonat, Assistant Library Business Manager; Ms. Dorothy Thomas, Eden Park Branch Library Manager; and Ms. Nikki Essix of the Parish Attorney's Office. Also present were Ms. Denelle Wrightson, architect with PSA-Dewberry; Mr. Ken Tipton, and Mr. Dan Zito, architects and Ms. Jennifer Hall, Business Development Director with Tipton Associates; Mr. Steve Jackson, architect with Cockfield Jackson Architects, five members of the community, and Mr. Scott Dyer of *The Advocate*. Absent from the meeting was Board member Mr. Stephen Moret.

The minutes of the regular meeting of the Library Board on August 16, 2007 were approved on a motion by Mr. Bardwell, seconded by Mrs. Auer after several corrections were noted.

Presentation of the Rose Award to the East Baton Rouge Parish Library for the New Eden Park Branch Library

Mr. Ken Tipton of Tipton Associates presented the Library Board of Control with the 2007 American Institute of Architects (AIA) Baton Rouge Rose Award for excellence in the design of the Eden Park Branch Library. The Rose Award is given annually for an innovatively designed building. Mr. Tipton noted that this is not the first library building in the East Baton Rouge Parish Library system to win this award. He said that reflects on the Library Board's continuing dedication to excellence. He also commended Mrs. Acosta, the Library staff and especially Mrs. Husband who worked diligently with the architectural team on this building. Mr. Tipton also acknowledged the support given by the citizens of the Eden Park community. The award will be proudly displayed in the Eden Park Branch Library.

Approval by the Library Board of Control of the Building Program for a New Main Library in the Park

Mr. Reed thanked Ms. Denelle Wrightson for completing the final draft of the building program for a new Main Library in the Park in a timely manner so that the Board members could review it prior to this meeting. Mr. Reed suggested that the Board members discuss and ask questions about each section of the building program. Ms. Wrightson noted that the purpose of the building program is to provide details in describing the elements desired in the library building,

yet to provide flexibility for the architect to design creatively. The building program contains 3 chapters. Chapter 1 is a Summary of Assignable Spaces. Chapter 2 is Building Program Considerations. Chapter 3 is Building Program Assignable Spaces containing 16 sections corresponding to the various divisions and areas within the library. They are as follows:

- Section A – Public Entrance and Lobby
- Section B – Public Meeting Rooms
- Section C – Circulation Services
- Section D – Children’s Services Section
- Section E – Teens
- Section F – Reference
- Section G – Adult Browsing Collection
- Section H – World Language and Lifelong Learning
- Section I – Technical Services
- Section J – Computer Division
- Section K – Branch Division
- Section L – Administration
- Section M – Business
- Section N – Public Relations/Graphics/Marketing
- Section O – Outreach
- Section P – Staff Support

As the Board members discussed each page of the building program notes were taken reflecting all corrections or changes desired by the Library Board. Ms. Wrightson will make these modifications to the building program and submit the final building program to Mrs. Acosta. She will ensure that all changes requested by the Library Board have been incorporated into this final document.

Mr. Reed asked for a motion to approve the building program with the changes discussed and agreed upon. Mr. Bardwell made a motion that the Library Board approve the draft of the building program for a new Main Library in the Park with the changes noted. Ms. Stepteau seconded the motion which passed unanimously.

Mr. Reed noted that the revised building program will be submitted to the City-Parish Department of Public Works (DPW). Mrs. Acosta has already spoken to Mr. Pete Newkirk, the Director of DPW about the building program and the desire of the Library to have the bid documents produced in a timely manner. Mrs. Acosta concluded the discussion of the building program by announcing that once the revised building program is completed, that a PDF version will be placed on the Library’s website. A hard copy of the document will be available at each branch and at the Main Library.

Board of Control Bylaw Revision-Mr. Stan Bardwell

Mr. Bardwell had requested that the Bylaws of the East Baton Rouge Parish Library Board of Control be amended. He asked the other Library Board members to consider revising *Article 8*

Section 1 Order of Board Business to reflect the actual practice at the Library Board meetings. At the August 16, 2007 meeting, the Board members agreed that *Article 8 Section 1 Order of Board Business* should be amended. However, because in the Bylaws, *Article 9 Amendments* states that “These Bylaws may be amended at any regular meeting by a majority vote; provided the proposed amendment was stated in the call for the meeting”; and because the proposed amendment change had not been stated in the call for the meeting, the Board agreed to table the vote for the change of this amendment until the today’s meeting. Mr. Bardwell made a motion that the Board amend Article 8 of the Bylaws as described below:

Article 8. Order of Business

Section 1, item 4 is deleted and replaced by the following:

- “Reports by the Director
 - A. Financial Report
 - B. System Report
 - C. Other Reports”

Section 1, item 5 is deleted.

Section 1, item 9 is deleted and replaced by the following:

- “Comments by the Board”

Section 1, item 6, 7, 8, 9 and 10 are renumbered as item 5, 6, 7, 8 and 9.

In all other respects, Article 8 is unchanged.

Ms. Stepteau seconded the motion which passed unanimously.

Mr. John Berry, a member of the community, asked when the public could make comments or ask questions at a Library Board meeting. It was noted that Amendment 8 does not address when the public may speak. However, the practice of the Library Board has been to allow the public to make comments or ask questions as an item is presented for discussion.

Reports by the Director

Mrs. Acosta referred to the Cash Collections report as of September 10, 2007 with total cash received on property taxes and interest in the amount of \$29,068,634.13. She said that starting with this month the cash analysis report has been reformatted to accommodate the prior month’s data so as to show both months side by side. System reports included statistics for August 2007 for Circulation, Gate Count, Reference Questions Answered, Programs in the Library and Database Usage.

Mrs. Acosta reported that the Library received a copy of documentation submitted by Mr. Joseph T. Spinosa of JTS Realty, L.L.C. to the City-Parish Planning Commission. This submission begins the process of requesting the re-zoning of the Ford property purchased by JTS Realty,

L.L.C. from single family dwellings to a traditional neighborhood development. A public hearing is scheduled on October 22, 2007 to discuss this matter.

Mrs. Acosta said that she has been informed that the City-Parish has received an application for participation in the Louisiana Restoration Tax Abatement Program from Bluebonnet Hotel Venture, LLC for property located at 7000 Bluebonnet Boulevard. If the application is approved, the East Baton Rouge Parish Library, as well as other taxing bodies will be affected. A brief discussion followed regarding the legality of this program and, therefore, the Library's role in supporting of this tax abatement. Another concern about this issue was the indication on the abatement estimate worksheet attached to the letter that this property currently has no assessed value. Mrs. Acosta noted that the estimated abated tax for the Library is projected at \$43,290.00 per year for a period of five years or \$216,450.00 in total.

If the Library Board of Control wishes to provide written comments, these should be made before the September 26th Metropolitan Council meeting. Verbal comments can be made at the October 3, 2007 Finance and Executive Committee meeting and at the Metropolitan Council meeting on October 10, 2007.

Comments by the Library Board of Control

Ms. Stepteau said that she is rescinding the announcement she made at last month's Board meeting regarding her knee replacement surgery. As per her physician, she will not undergo the surgery at this time.

There being no further business, the meeting was adjourned at 6:20 p.m. on a motion by Mrs. Auer, seconded by Ms. Stepteau.

Dan Reed, President

Lydia M. Acosta, Director