

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**  
APRIL 24, 2008  
4:00 P.M.

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE MEETING OF MARCH 19, 2008

III. REPORTS BY THE DIRECTOR

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

IV. OLD BUSINESS

- A. REPORT ON CONSTRUCTION OF NEW MAIN LIBRARY – MR. STEVE JACKSON, COCKFIELD-JACKSON ARCHITECTS
- B. REVISION OF EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL BYLAWS
- C. UPDATE ON ROUZAN DEVELOPMENT – DAN REED

V. NEW BUSINESS

- A. REVIEW OF 10-YEAR FINANCIAL PROJECTIONS – TO BE DISTRIBUTED AT MEETING
- B. CUSTOMER SATISFACTION SURVEY AND BOARD SELF-STUDY – DOROTHY STEPTEAU
- C. NAMING OF EASTERN BRANCH LIBRARY

VI. COMMENTS BY THE LIBRARY BOARD OF CONTROL

**ALL MEETINGS ARE OPEN TO THE PUBLIC**

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

April 24, 2008

The regular monthly meeting of the East Baton Rouge Parish Library Board of Control was held at the Eden Park Branch Library on Thursday, April 24, 2008. Mr. Dan Reed, President of the Board, called the meeting to order at 4:05 p.m. Members of the Board present were Mrs. Katherine Auer, Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Mr. Jamie Griffin, 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, and Mr. Tim Bankston, Library Facilities Manager. Also present were Ms. Nikki Essix of the Parish Attorney's Office, Mr. Steve Jackson, architect with Cockfield Jackson Architects, Mr. Scott Dyer, reporter with *The Advocate* and eight members of the community.

The minutes of the regular meeting of the Library Board on March 19, 2008 were unanimously approved on a motion by Mr. Bardwell, and seconded by Mr. Griffin.

### **Reports by the Director**

Mrs. Acosta referred to the Cash Collections report as of April 15, 2008 with total cash received on property taxes and interest in the amount of \$28,937,790.56 for the year 2008. Mr. Reed asked if the final Cash Collections report for 2007 was available. Mrs. Pinsonat said that the City-Parish Department of Finance has not issued the final figures for 2007 and that possibly the year end report would be ready by the end of April. System reports included statistics for March 2008 for Circulation, Gate Count, Programming, Reference Questions Answered, and Library and Database Usage. Mrs. Acosta pointed out the high usage of *OverDrive*, the Library collection containing eMedia titles including audiobooks, videos, ebooks, and mobipocket ebooks. She mentioned that Mrs. Stein has been speaking on television about this exciting electronic collection.

Mrs. Acosta asked Mrs. Husband to introduce Mr. Tim Bankston, the Library's new Facilities Manager. Mrs. Husband said that Mr. Bankston is the Library's first Facilities Manager. He has worked for the City-Parish Department of Public Works for eighteen years as a Building Manager Supervisor. He is familiar with the Library's physical plants because he has worked on our HVAC systems. Mr. Bankston said he looks forward to the opportunity to work for the Library. He is familiar with plumbing and electrical issues and will act as a liaison between the Library and the Department of Public Works. Mrs. Acosta said that Mr. Bankston will begin his employment at the Library in about one month which will give the Department of Public Works the time to hire Mr. Bankston's replacement.

Mrs. Acosta concluded her reports by announcing that the proposed 2009 Library budget would be distributed at the May Board meeting. She said this would give the Board members time to study

the budget figures and formulate questions prior to the budget workshop. The Board then set the dates and times for their meetings in May and June. The regular May Board meeting will be held on Thursday, May 15, 2008; and the budget workshop will be held on Thursday, May 29, 2008. If additional time is needed to review the budget, that meeting will be held on Thursday, June 5, 2008. These meetings will begin at 4:00 p.m. at the Carver Branch Library. The regular June Board meeting will be held on Thursday, June 19, 2008 at 4:00 p.m. The location of this meeting will be announced. All of these meetings are open to the public.

## **Old Business**

### **Report on Construction of New Main Library-Mr. Steve Jackson, Cockfield Jackson Architects**

Mr. Steve Jackson, architect with Cockfield Jackson Architects gave an oral report to the Library Board on the activities involved in the designing of the new Main Library in the Park. He is continuing to develop BREC's Master Plan which is critical to the success of the entire project. Land use design studies are identifying areas such as shared parking, buildings on the site, soccer fields, pedestrian areas, and gardens. Yesterday a meeting was held with Ms. Denelle Wrightson, architect with PSA Dewberry, Mr. Ken Tipton, architect with Tipton Associates and Library Administration staff (Mrs. Acosta, Mrs. Husband, Mrs. Stein and Mrs. Lovett) to discuss the orientation and location of the library building in the park. They also discussed service zones and the entry into the Library which is being called the Town Center or Thought Square. Mr. Jackson noted that in the coming weeks BREC's Master Plan will be finalized. Mr. Bill Palmer, Superintendent of BREC, will need to get the approval of the plan from the BREC Board. Mr. Jackson will provide some sketches of the land use design to the Library Board for their information.

Contract and fee negotiations are continuing. Mrs. Acosta met with Mr. Jim Frey of the City-parish Department of Public Works on Tuesday to discuss provisions that are unique to this project.

Ms. Stepteau thanked Mr. Jackson for his expertise. She said that the plaza or Thought Square in front of the entrance into the Library is a critical component of the project. This space for the public to gather must be in the design of the new Main Library.

### **Revision of East Baton Rouge Parish Library Board of Control Bylaws**

At the March Board meeting Ms. Stepteau was asked to proof the Bylaws for corrections of punctuation and grammar. The Board members reviewed the changes that were made by Ms. Stepteau and agreed to adopt those changes.

### **Update on Rouzan Development-Mr. Dan Reed**

Mr. Reed gave an update on the plans for building a branch library in the Rouzan development. He said that he and Mrs. Acosta had met with Mr. Tommy Spinosa of JTS Realty Services in late March regarding a timetable for the development of Rouzan. Mr. Spinosa agreed to produce specific plans outlining where the branch library would be located. They agreed that Mr. Spinosa would set up the

next meeting in mid-April. However, he never contacted them about an appointment. Mrs. Acosta said she received an e-mail from Mr. Spinosa yesterday informing her that the plans were not ready. Mr. Reed noted that the Library cannot take further action regarding a branch in Rouzan until they know where the building will be located. He reminded those present that the deadline for beginning construction of a branch on the property off Burbank Drive is 2009. The donors of this land will be flexible regarding this date if they know the Library is committed to the construction of the branch on their donated property.

Mr. Bardwell said that he is concerned about the Rouzan development. Therefore, he made a motion to discontinue plans to build a branch library there, and to instead proceed with the plans to build a branch off Burbank. Mr. Browning seconded the motion. Mr. Griffin then asked how long the Library has been discussing a possible branch library at Rouzan with Mr. Spinosa. Mrs. Acosta said that discussions with Mr. Spinosa began in February 2005. The initial offer by Mr. Spinosa was to build a branch library in a condominium with other parties beside the Library occupying the building. The Library Board was opposed to this type of construction. But since patrons in the Southdowns area had been promised a library in their neighborhood if land could be found, the Board agreed to pursue with Mr. Spinosa a stand alone library building in Rouzan. After much negotiation Mr. Spinosa agreed to the Library Board's request and a letter of intent was signed by Mr. Spinosa and Mrs. Georgia Brown, the President of the Library Board in March 2007.

Mr. Reed said he prefers setting a deadline for the decision regarding a library in Rouzan rather than passing the motion made today by Mr. Bardwell. Mr. Bardwell replied that the Board may have promised a branch in the Southdowns/Perkins Road area and the public may have wanted that in the past. He believes that now the residents want a branch in their area, but not in Rouzan. He added that the land on Burbank Drive is an actual donation to the Library while the Rouzan proposal is not an official donation, but rather only a letter of intent. Mr. Griffin felt that Mr. Bardwell's motion was too aggressive. He said that Mr. Spinosa should have the opportunity to respond to the Library Board before any action is taken. Mr. Browning stated that when the citizens voted for the renewal of the 10-year Library tax, the Library should have begun constructing the branch for the patrons in the southern part of the parish immediately.

Ms. Stepteau said she is not prepared to vote today about the location of the branch library for the southern portion of the parish because the agenda item states that this is an update of information about the Rouzan development. Ms. Stepteau added that the Board voted to build a branch in Rouzan because that is where the public wanted the branch at that time. Mr. Reed stated that the Board needs to honor the letter of intent agreed upon with Mr. Spinosa. He said that Mr. Spinosa or his representatives should be present at the Board meeting when a vote is taken. Therefore, Mr. Reed made a substitute motion that the Board should place on the May agenda to reconsider the Rouzan location for a branch library with a vote to be taken at the meeting. This motion was seconded by Mr. Browning and it passed unanimously.

Mr. John Berry, a member of the community and acting President of Southside Civic Association, passed out a letter to the members of the Board outlining six points that he would like addressed regarding the Rouzan development and a branch library for the southern part of the parish. Mr. Berry said that the Burbank site has been ignored. He also said that he believes that Mr. Spinosa is having financial difficulties and that there is a lawsuit pending in regard to Rouzan. A copy of Mr. Berry's letter is attached to these minutes.

Mr. Reed noted that any delay in constructing a branch once the money has been saved is due to difficulties in finding suitable land for construction and the support of the public for the site chosen. This was a problem in south Baton Rouge and also in locating a site for the present Scotlandville Branch Library. Mrs. Acosta added that item # 2 in Mr. Berry's document is incorrect as it states that "Land was donated on Perkins Road (the Rouzan development) by JTS Realty Services LLC (Tommy Spinosa) in spring 2005." There has been no official donation of land by Mr. Spinosa; rather a letter of intent has been signed by both parties.

Ms. Angela Angeloz, a member of the community, whose property borders on Rouzan asked to address the Board. She said she appreciates the work that the Library Board does for the citizens of the parish. She said that the plans for parking at Rouzan will need to go before the Planning Commission. She is adamantly opposed to a parking garage in the development. Mrs. Acosta said that in order for the plans for the construction of a library branch to be approved, adequate parking based on the size of the building must be in the design.

## **New Business**

### **Process for Hiring New Director-Mr. Dan Reed**

Mr. Reed said that it is with deep sadness and regret that he must announce that Mrs. Acosta has tendered her resignation as Director of the East Baton Rouge Parish Library effective July 1, 2008. Mr. Reed said the Board must formally accept the resignation, so he made a motion to that effect. Mrs. Auer seconded the motion which passed unanimously. A copy of Mrs. Acosta's resignation letter is attached to these minutes.

Mrs. Acosta responded by thanking Mr. Reed for his sentiments and for the support she has received from the Library Board. She fondly recalled her preliminary meeting in January, 2003 at the American Library Association (ALA) Mid-Winter Conference with Mr. John Carnahan, former President of the Library Board. She said that she has enjoyed her work as Library Director and loves Baton Rouge.

Mrs. Acosta said that she leaves Louisiana to assume the position of Vice President Information Services and University Librarian at Nova Southeastern University in Fort Lauderdale, Florida. Nova Southeastern University made its reputation by being among the first universities to offer distance education. Nova Southeastern University and the Broward County Public Library have entered a joint partnership to create the first private-public joint-use library. The library is the largest library in Florida. She indicated that the challenge to use her combined experience in university and public library service at Nova and the opportunity to live nearer to family members was the factor affecting her decision to leave Baton Rouge.

Mr. Bardwell said that they accepted Mrs. Acosta's resignation, but with deep regret. He added that he enjoyed the dialog with her and wished her Godspeed.

Mr. Reed proceeded to outline the process for recruiting a new Library Director. He felt that they should follow a process similar to the one that was used in 2003. He referred the Board to a copy of the advertisement that will appear in several library publications such as *The Hotline*. He added that this ad was used in 2003, but has been updated. He said that he had informed Mrs. Auer, the Board

Vice-President and Ms. Stepteau, the Board Treasurer prior to this meeting of the need to place this ad expeditiously. They were in agreement. Mr. Reed asked if any Board members had any objections to placing this ad. All Board members agreed that the ad should be placed. Mr. Browning made a motion to accept the ad. It was seconded by Mr. Griffin and passed unanimously. A copy of the ad is attached to these minutes.

Mr. Reed continued outlining the recruitment process. He said that a consultant could be hired to conduct preliminary interviews based on questions developed by the Board. An alternative method that Mr. Reed supported is for him and for Mr. Carnahan to attend the American Library Association (ALA) Annual Conference in June in Anaheim, California to conduct interviews. Since Mr. Carnahan had conducted the interviews in 2003 with the former Library Director Mr. John Richard present for guidance, Mr. Reed felt confident that he and Mr. Carnahan could conduct the preliminary interviews. He said that they could rely on the Library's two Assistant Library Directors, Mrs. Husband and Mrs. Stein, for professional assistance. Mr. Reed concluded by asking the Board to vote on the process to be used in selecting a new Library Director. Mrs. Auer made a motion that Mr. Reed and Mr. Carnahan conduct preliminary interviews for a Library Director at the ALA Annual Conference in Anaheim, California in June. Mr. Bardwell seconded the motion which passed unanimously.

### **Customer Satisfaction Survey and Board Self-Study-Ms. Dorothy Stepteau**

Ms. Stepteau cited the *2003 Louisiana Standards for Libraries* and *The Handbook for Library Trustees*. These documents provide information to Library Board members as they plan and govern public libraries. She said that the East Baton Rouge Parish Library and the staff are excellent. She would like input from the citizens of East Baton Rouge Parish as well as the staff about the Library. The self-study committee has created a draft of a survey to determine the satisfaction of the public with the East Baton Rouge Parish Library system, and a draft of a survey for the Library Board of Control to complete. Ms. Stepteau would like comments from the Board and patrons. The self-study committee will then finalize the draft of the survey and make it available for the public to complete.

Ms. Stepteau added that her term on the Board will end on May 16, 2008. However, she has volunteered to work on this study after her term expires. Mrs. Auer is serving on the committee, and Mr. Bardwell offered to join the committee. It was noted that Ms. Stepteau could remain on the Board beyond May 16<sup>th</sup> if the Metropolitan Council does not take a vote to replace her at the Council meeting on May 14, 2008.

### **Naming of the Eastern Branch Library**

Mrs. Acosta said that the Library Board needs to choose a name for the eastern branch library to be constructed on a tract of land from the site of the former Fairway Country Club on Old Hammond Highway. Construction of this branch will not begin until 2011. However, the Library has agreed to erect a sign noting this property as the future location of the branch library. A brief discussion followed. Mr. Bardwell said he spoke to Metropolitan Councilman Mike Walker in whose district this branch will be built. Mr. Walker said that for years residents in the community knew the area as Fairwood. Ms. Stepteau said she prefers Old Hammond Highway because all residents of the parish

know where Old Hammond Highway is, but may not know where Fairwood is located. Mr. Browning made a motion to name this branch the Fairwood Branch Library. Mr. Bardwell seconded the motion. Ms. Stepteau voted against naming the branch Fairwood. However, the motion passed.

### **Comments by the Library Board of Control**

Mr. Reed said that he regretfully received an e-mail from Board member, Mr. Stephen Moret, resigning from the Library Board. Mr. Reed read from the e-mail the following:

“Due to the extreme scheduling demands associated with my new role in Governor Jindal’s administration, I cannot possibly attend even half of the library board meetings going forward. I think it is important that the board have members who are able to faithfully attend on a regular basis. Therefore, I am resigning my position on the board effective immediately.”

Mr. Reed said Mr. Moret is a genius and his resignation is a loss for the Library Board, but his role in the State government is a gain for our state. A copy of Mr. Moret’s resignation is attached to these minutes.

Ms. Stepteau said Mrs. Acosta is an outstanding Library Director and she wishes her well in her new position in Florida.

There being no further business, the meeting was adjourned at 5:40 p.m. on a motion by Mr. Bardwell, seconded by Mr. Browning

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Dan Reed, President

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Lydia M. Acosta, Director

Mr. Dan Reed, President  
Library Board of Control

April 24, 2008

Ms. Lydia Acosta, Director  
East Baton Rouge Parish Public Library System

Dear Dan and Lydia:

I submit the following points in favor of construction of a new branch library on the south side of Baton Rouge. I am speaking as the acting president of the Southside Civic Association, as well as for myself, a private citizen concerned about the lack of access to public library facilities in this part of Baton Rouge.

This letter is intended to be included in the official agenda and minutes of the Library Board of Control meeting of April 24, 2008. I would appreciate a public discussion on the several points listed below.

1. Land was donated on Burbank Drive for a branch library in late 2004 by two physicians.
2. Land was donated on Perkins Road (the Rouzan development) by JTS Realty Services LLC (Tommy Spinosa) in spring 2005. Updated donation specifications were offered by JTS in October 2006. The Rouzan development, although having its zoning passed in January 2008, has yet to begin construction, due to the developer's financial problems and a lawsuit against him by persons still living within the Rouzan acreage.
3. The Library System has continued to exhibit favoritism toward the Spinosa project over the past three years, which has yet to come to fruition, ignoring the Burbank Drive donated land which has no known detriments to the construction of a library thereupon.
4. The order of construction for a branch in the south side of the city has been displaced by a more recent request by Councilman Mike Walker to have a branch in the eastern part of the city (his district).
5. There appear to be sufficient funds in the Library System's budget to include a branch on the south side of Baton Rouge in its current capital improvements program, without impacting the current Library in the Park project or the eastern branch project. The funds continuing to be "reserved" for a new or rebuilt downtown library (already a viable yet very underused branch) would be much more appropriately spent on the other three projects. Additionally, the timetable for beginning work on a new or rebuilt downtown library is years away, and the current needs of the other three projects are immediate.
6. The citizens of the south side of the city feel that they have waited, patiently, far beyond a reasonable amount of time between the initial promise of a library and now, which has been almost 3-1/2 years. We therefore entreat the East Baton Rouge Parish Public Library System to include the initial funds in the upcoming year's capital improvements budget for construction of a branch library on the donated Burbank Drive site.

Thank you for your time and attention.

Sincerely,



John C. Berry  
Acting President,  
Southside Civic Association



## East Baton Rouge Parish Library

7711 Goodwood Boulevard  
Baton Rouge, Louisiana  
70806

April 16, 2008

Mr. Dan Reed  
President – Library Board of Control  
East Baton Rouge Parish Library  
7711 Goodwood Boulevard  
Baton Rouge, LA 70806

Dear Dan:

Please accept my resignation as Director of the East Baton Rouge Parish Library, effective July 1, 2008. When selected for this position in the spring of 2003, I was tasked with several important goals. I am proud to say that these goals have been accomplished—namely the completion of the Zachary, Carver, Delmont Gardens, Pride-Chaneyville, and Eden Park Branches; and the successful renewal of the 2005-2015 tax renewal with a 62% approval rating. Additionally, I leave the library system with sites for the south and east branches in place; and work toward the construction of the new Main Library moving forward.

It has not been easy to reach this decision. My work in East Baton Rouge Parish has been professionally and personally rewarding. I will be assuming the position of Vice President Information Services and University Librarian at Nova Southeastern University in Ft. Lauderdale, Florida. NSU in partnership with the Broward County Public Library System, has constructed the largest library in the state of Florida—a 350,000 square foot library with a 500-seat auditorium and café. This private university, in partnership with local government, offers both university and public library service to students and local residents—a first in the U.S. I was unable to resist this challenge to use my combined experience of university and public library service and to return to Florida to be nearer to my family.

I especially wish to thank you, John Carnahan, Georgia Brown, Dorothy Stepteau, and Vince DiLeo for selecting me from a field of national candidates to lead the library system. My appreciation is also extended to Katherine Auer, Stephen Moret, and Stan Bardwell for their support. I wish Don Browning and Jamie Griffin much success in their service on the Board.

It has been my pleasure to serve the Library Board of Control and the residents of the Parish in this important leadership role. Please be assured that you may rely upon me fully during this time of transition.

Sincerely,

Lydia M. Acosta  
Library Director

cc: Members of the Library Board of Control  
John Carnahan  
Georgia Brown  
Vince DiLeo

**PUBLIC LIBRARY DIRECTOR**  
**East Baton Rouge Parish Library System**  
**Baton Rouge, Louisiana**

The East Baton Rouge Parish Library System provides public library service for the City of Baton Rouge and the Parish of East Baton Rouge. Serving a population of 411,477 the system consists of a Main Library and 12 branches, has a collection of 1.9 million items, and a staff of 466 (318 FTE), and an annual circulation of 2.3 million. The library is funded by a ten-year 11.1 mill property tax that generates an estimated \$30 million annually for the operation and maintenance of the existing system as well as a pay-as-you-go capital improvements program. The tax is to be renewed in 2015.

As Louisiana's Capital City, greater Baton Rouge is the largest city in Louisiana. It is the home of Louisiana State University, Southern University, several large hospitals and an internationally-known biomedical research complex. Located on the Mississippi River, the city is in the center of an historically rich and diverse area with access to a wide variety of cultural and sporting opportunities.

Our website is located at [www.ebr.lib.la.us](http://www.ebr.lib.la.us)

**Major Responsibilities** – Under the direction of the Library Board of Control, the Director is the chief administrator of the library system, has oversight responsibility for operating and maintaining the existing system, and for planning and managing the construction of replacement libraries. The Director must provide leadership for the creation, development, and implementation of innovative services, embrace technology to enhance information delivery, and develop effective working relationships with city and community leaders.

**Qualifications** – An ALA-accredited MLS or MLIS degree and five years of supervisory management and financial experience as a Director and/or Assistant Director in a medium to large library system. The ideal candidate should have excellent communication skills, possess the ability to work effectively with the Library Board, city administrators and staff, experience in planning and constructing libraries, and provide imaginative leadership that utilizes the latest electronic resources but is grounded in the realities of proven public library service and budget constraints.

**Compensation** – Pay range for the position is \$72,388 – \$100,202, with full benefits package.

Preliminary interviews will be conducted at the ALA Annual Conference, June 26 - July 2, in Anaheim, California.

Call 225-231-3700 for an appointment. Applications in the form of a cover letter and résumé should be addressed to:

Dan Reed, President

East Baton Rouge Parish Library Board of Control

7711 Goodwood Boulevard

Baton Rouge, Louisiana 70806

Application deadline – June 16, 2008

Equal Opportunity Employer

-----Original Message-----

From: Stephen Moret <stephenmoret@gmail.com>

To: Dan Reed <danreed@sszblaw.com>

CC: Brian Mayers; Lydia M. Acosta <lacosta@ebr.lib.la.us>

Sent: Sun Apr 20 14:28:37 2008

Subject: EBR Library Board

Dan,

Due to the extreme scheduling demands associated with my new role in Governor Jindal administration, I cannot possibly attend even half of the library board meetings going forward. I think it is important that the board have members who are able to faithfully attend on a regular basis. Therefore, I am resigning my position on the board effective immediately.

I am extremely impressed with the professionalism and dedication of Lydia and the library staff, and I expect that the system will continue to experience great success in the future. I am honored to have served with you, Lydia, and the board on behalf of our community. Please pass on my very best regards to the board, and count me as a dedicated supporter of EBR libraries in the future.

Stephen Moret