

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
CARVER BRANCH LIBRARY
720 TERRACE STREET
BATON ROUGE, LA 70802
MEETING ROOMS 1 AND 2
JUNE 19, 2008
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE MEETING OF MAY 15, 2008 AND MAY 29, 2008
- III. REPORTS BY THE ASSISTANT DIRECTORS
 - 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. UPDATE ON PROCESS FOR HIRING NEW LIBRARY DIRECTOR
 - C. GIFT DONATION FROM JTS REALTY SERVICES, LLC – MR. DAN REED
- V. NEW BUSINESS
 - A. ELECTION OF TREASURER FOR LIBRARY BOARD OF CONTROL
 - B. MILLAGE ROLL FORWARD
- C. 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

June 19, 2008

The regular monthly meeting of the East Baton Rouge Parish Library Board of Control was held at the Carver Branch Library on Thursday, June 19, 2008. Mr. Dan Reed, President of the Board, called the meeting to order at 4:10 p.m. Members of the Board present were Mrs. Katherine Auer, Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Mr. Leroy J. Colter, and Mr. Jamie Griffin. Also in attendance were Mrs. Mary Stein, Assistant Library Director of Administration; Mrs. Brenda Lovett, Library Business Manager; Mrs. Rhonda Pinsonat, Assistant Library Business Manager, and Mr. Ronnie Pierce, Accountant in the Library Business Office. Also present were Ms. Nikki Essix of the Parish Attorney's Office, Mr. Jermaine Watson, Governmental Affairs Associate with the Baton Rouge Area Chamber; Mr. Steve Jackson, architect with Cockfield Jackson Architects; Mr. Scott Dyer, reporter with *The Advocate* and five members of the community.

The minutes of the regular meeting of the Library Board on May 15, 2008 and the minutes of the special workshop meeting of the Library Board on May 29, 2008 were unanimously approved on a motion by Mr. Colter, and seconded by Mrs. Auer.

Reports by the Assistant Director

Mrs. Stein asked Mrs. Lovett to present the financial reports. Mrs. Lovett referred to the Expenditure and Encumbrance statements for the period ending May 31, 2008, and the Cash Collections report as of June 11, 2008 with total cash received on property taxes and interest in the amount of \$29,512,014.16 for the year 2008.

Mrs. Stein reviewed the system reports which included statistics for May 2008 for Circulation, Gate Count, Reference Questions Answered, and Library and Database Usage. Mrs. Stein noted that *OverDrive*, the Library collection containing eMedia titles including audiobooks, videos, ebooks, and mobipocket ebooks has almost tripled in use. Music including jazz and Zydeco have been added to the collection. Beginning in July iPod users will be able to download media to their devices.

Mrs. Stein also reported about summer activities involving the Library. The Summer Reading Program for children, teens and adults has begun which is resulting in increased patronage of the library. The last *Live at Chelsea's* jazz performance featuring John Gray and sponsored by the Library, Cox Communications and Chelsea's Café was held yesterday evening. The *One Book/One Community* book selection for this summer is *Left to Tell: Discovering God Amidst the Rwandan Holocaust* by Immaculée Ilibagiza. Ms. Ilibagiza will come to Baton Rouge on July 31, 2008 to discuss her book. This free event will be held at 7:00 p.m. at LSU's Cox Communications Academic Center for Student Athletes and is open to the public.

Mrs. Stein was pleased to announce that the East Baton Rouge Parish Library was awarded a \$20,000 grant from the National Endowment for the Arts for our third *Big Read* program. The book chosen for the spring 2009 program has a local aspect which Mrs. Stein is certain will be very appealing. The title of the book will be revealed later this year.

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 said that they continue to negotiate toward resolving some issues in the draft contract between The Library Design Collaborative and the Library. Both parties have agreed to agree, and therefore, the Design Collaborative has begun working on the design of the new building without a contract.

Mr. Jackson said that they are planning a three-day charette for July 15th, July 16th, and July 17th to present the first real vision of the new Main Library. Ms. Denelle Wrightson, architect with PSA Dewberry, Mr. Ken Tipton, architect with Tipton and Associates and Mr. Jackson who form The Library Design Collaborative will meet on July 15th to review their design work and the presentation they will make. They plan to meet with the Library administrative staff on July 16, and then make a presentation to the Library Board of three possible design options at the regular Board meeting on July 17th. Mr. Jackson requested that they be given sufficient time during this meeting to present a considerable amount of information.

Update on Process for hiring New Library Director-Mr. Dan Reed

Mr. Reed gave an update on the process thus far in hiring a new library director. In April the Library Board voted to send Mr. Reed and Mr. John Carnahan, former Library Board President to the American Library Association (ALA) Annual Conference in June in Anaheim, California to conduct initial interviews. Since Mr. Carnahan had conducted the interviews in 2003 with the former Library Director Mr. John Richard, Mr. Reed felt confident that he and Mr. Carnahan could conduct these preliminary interviews. He said that they have received copies of the résumés of the applicants. However, since there are only three or four applicants to interview, Mr. Reed feels that it may not be cost effective to fly to Anaheim. The purpose of making the trip was to create a short list of as many as five candidates who would then be asked to come to Baton Rouge for a second interview with the entire Library Board of Control. He added that he will speak to Mr. Carnahan to see if he agrees with the cancellation of the trip to California. Mr. Reed asked the Board members if they would support the decision that he and Mr. Carnahan make to which the Board answered affirmatively.

Mr. Reed feels that one of the factors which may be contributing to the smaller number of applicants as compared to the search in 2003 is the salary being offered. The Director of the East

Baton Rouge Parish Library is responsible for a \$30 million budget. In the past the Library Board has attempted to raise the salary range for the Director so that it is comparable with the national average. However, the City-Parish Departments of Human Resources and Finance advised the Board that all City-Parish Department Heads must work under the same salary range. So the request for an increase was denied. However, Mr. Reed noted that employment as Director of the East Baton Rouge Parish Library system offers many other benefits.

Gift Donation from JTS Realty Services, LLC-Mr. Dan Reed

Mr. Reed gave a report on the gift donation in the Rouzan Development to the Library by JTS Realty Services, LLC. Mr. Joseph T. Spinoso has submitted an Act of Donation which Mr. Reed and Mr. Bardwell have reviewed. This document is now being reviewed by Mr. Bob Abbott, of the Parish Attorney's Office. As was requested at the Library Board meeting on May 15th, Mr. Spinoso will report to the Board during the July meeting on the progress of the Rouzan project.

Because of the many items of importance on the regular July Board meeting agenda, Ms. Nikki Essix of the Parish Attorney's Office suggested that a special meeting be held to review and talk about the Act of Donation.. A discussion followed about whether a special meeting is necessary. Mr. Bardwell replied that Mr. Abbott should be given time to complete his review. Then a special meeting could be held sometime after the regular July meeting.

New Business

Election of Treasurer for Library Board of Control

Ms. Dorothy Stepteau had been the Treasurer of the Library Board until the end of her term on May 16, 2008. Therefore, the Library Board needed to elect a new Treasurer. Mr. Browning nominated Mr. Jamie Griffin and Mr. Colter seconded the motion. The motion passed unanimously.

Millage Roll Forward

The East Baton Rouge Parish Library operates with an 11.1 ad valorem tax, also known as a property tax millage rate. Louisiana state law requires all property subject to taxation to be reappraised or reassessed at least every four years. This year is a reassessment year for East Baton Rouge Parish. After the reassessment of property, a revised property tax millage rate will be calculated. If the property values in the parish decrease, the millage rate will increase; and if the property values in the parish increase, the millage rate will decrease. It is projected that property values will increase which would result in a decrease of the current 11.1 millage rate by the Metropolitan Council. However, the current rate may be maintained because the Library Board of Control voted at the March 19, 2008 meeting to request that the Metropolitan Council roll the lower rate forward for the next four years. In order for the millage to roll forward eight

Council members must vote in favor of it. In 2000 and 2004 the Metropolitan Council voted down the request by the Library Board to roll forward the tax millage.

Mr. Reed announced that the introduction of the request to roll the millage forward will occur at the Council meeting on June 25, 2008. The Metropolitan Council will vote on this issue at the July 23, 2008 meeting. He reminded those in attendance that prior to the Library's 2005 tax renewal election the Library Board informed the public that included in the renewal of the tax would be the request by the Library Board to roll forward the millage in 2008 and 2012. In order for the Library to collect enough revenue to keep the promises made to the public prior to the 2005 election, the millage must be rolled forward. Mr. Browning added that all of the Library Board members need to attend the Metropolitan Council meeting. Mr. Bardwell said that each Board member needs to speak to the members of the Metropolitan Council close to the meeting on July 23rd about the importance of the millage roll forward for the Library.

Comments by the Library Board of Control

Mr. Browning asked if the Board would consider another location besides the Carver Branch Library for their next meeting. He noted that because of the time of day for the meeting and the commuter traffic, that another site might be more convenient and accessible. A discussion followed and it was agreed that the Eden Park Branch Library or the Board Room at BREC Headquarters or the Board Room at the Main Library were possible choices. Ms. Liz Zozulin, Executive Assistant to the Director, will determine which of these locations is available and will notify the Board members.

There being no further business, the meeting was adjourned at 4:40 p.m. on a motion by Mr. Colter, seconded by Mr. Browning.

Dan Reed, President

Mary H. Stein, Assistant Director