

MINUTES FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
MAIN LIBRARY
FIRST FLOOR LARGE MEETING ROOM
7711 GOODWOOD BOULEVARD
BATON ROUGE, LA 70806
DATE May 16, 2024
4:00 P.M.

AGENDA

CALL TO ORDER – Mrs. Candace Temple, Board President (4:06 p.m.)

PLEDGE OF ALLEGIANCE – Mr. Ronnie Pierce (4:06 p.m.)

I. ROLL CALL – Rosana Sotile, Assistant to the Library Deputy Director

Candace Temple, Board President – Present

Donald Luther, Jr., Board Vice President – Present

Kathy Wascom, Board Treasurer – Absent

Delores Watts – Absent

Darryl Hurst – Present

Ronnie Pierce – Present

Nicole Allmon-Learson – Present

A quorum was present

STAFF PRESENT – Katrina Stokes, Library Director; Mary Stein, Assistant Library Director; Patricia Husband, Assistant Library Director; Rhonda Pinsonat, Library Business Manager; Tanya Allison, Library Assistant Business Manager; Rosana Sotile, Assistant to the Deputy Library Director; Antoinette Poland, Executive Assistant to the Library Director; Ben Decker, Computer Services; Frank Hillyard, Videographer.

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF April 18, 2024 by Candace Temple - A motion to approve was made by Mr. Donald Luther, Jr. and seconded by Mr. Ronnie Pierce. **The motion was carried unanimously.**

III. SPECIAL ORDERS – There were no items to cover under Special Orders.

IV. REPORTS BY THE DIRECTOR

A. FINANCIAL REPORT – Rhonda Pinsonat (4:07 p.m.)

- As of April 30, 2024 expenditures were 18.23% of the operating budget. Thru April, no more than 33% of the budget should have been spent.
- Cash collections from Property Taxes for 2024 are ahead of those collected in 2023, and 7.17% ahead of the same period last year.

B. SYSTEM REPORTS – Mary Stein, Assistant Library Director (4:08 p.m.)

“Around the Parish” discusses slideshows and descriptions of Library programs

- On April 20th the Main library hosted the finale for the One Book One Community initiative with Max Miller, author of Tasting History. The season closed with an attendance of more than 500 patrons, and over 152 purchased books from the vendor.
- On April 27th Pride-Chaneyville Branch hosted the 14th Annual Community History Festival with the “High School Reunion,” where they enjoyed music, games, food, crafts, and local history.
- On April 30th, the Main library hosted the 3rd Annual Listen and Learn, a community event about Opioid Awareness Addiction where survivors shared stories of recovery. They issued free NARCAN, food and music by Frontyard Friends.

- April 22nd Main Library on Goodwood hosted the National Reentry Week: Second Chance Job Fair Expo, an initiative set up to help individuals find jobs; assist with limitations to success like email sign-up, resume writing, mock interviews and applying for a library card, etc.
- Grandparents Raising Grandchildren is an organization that offers support to grandparents and kinship caregivers. The 501c3 non-profit offers financial assistance, kinship parenting, legal assistance, monthly support group meetings, etc.
- Mother's Day was celebrated at the Main library and Jones Creek Branch with Master Gardener Claire Fontenot of Garden Discoveries, who discussed day lilies and at the Jones Creek Branch, kids made paper flower bouquets and handmade Mother's Day cards.
- The Facilities Master Plan: Phase Zero with Carson Block wrapped up with survey results of 3,000 responses for the first round and 1,000 responses to the staff group, and the Community Advisory Committee.
- Small Business Services represented the library at the Better in BTR Campaign Launch connected business and community leaders with young professionals.
- On April 29th at the Governor's Mansion the Library celebrated the Louisiana's Young Heroes, a program of LPB that celebrates young people who has excelled in academics.
- From April 7th – 13th, during National Library Week, The Annie Laurie Moody Chapter of the DAR showcases a Deposit Collection related to genealogy for genealogy researchers to view.
- Our Libraries Change Lives ft. Genealogy Research with Lena Brister and John Ricca and Special Collection Series led by Jan Risher.
- Saturday and Sunday, May 18-19, the Main Library at Goodwood host the 7th Annual Baton Rouge Soul Food Festival.
The public enjoyed music, soul food, soul food cooking contest and a Pioneer Award for contributions to the Soul Food industry.
- On May 30th, the Main Library at Goodwood kicked-off the Summer Reading Program with a Stem Faire, an event that used science and technology to interact with kids and patrons.
- The Virtual Author Talk Series featured Rebecca F. Kuang, author of Yellowface and Babel; Douglas Brunt, and Nina Simon. The Author Talk Series are archived at library.org/ebrrpl.
- On May 15th the Strictly Business Webinar feature and episode on Crises Communication with Vice President of Zehnder Communications, Ann Edelman.

Board President Candace Temple ask for public comments under system reports; there were no public comments under system reports.

C. OTHER REPORTS

1. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS – Patricia Husband (4:27 p.m.)

Maintenance Report

Bluebonnet Branch:

- No power after Monday's storm on May 16, 2024 so the Bluebonnet was closed on Tuesday and reopened on Wednesday.
- The motor on the chilled water pump failed. Facilities ordered a new one and will schedule the installation of the pump with the vendor.

Scotlandville Branch: There were additional issues with plumbing on Wednesday, May 15th during the afternoon, but those issues have been resolved.

Central Branch: A controller module has been replaced on the boiler.

Jones Creek Branch: Basin heater was installed for the cooling towers to prevent the cooling tower from freezing over in cold weather.

Fairwood Branch: Coils were replaced in one of the interior air handler units to prevent them from freezing.

Main Branch: The motor in air handler one was replaced.

Facilities has been getting trees trimmed at various locations.

Miscellaneous Improvement Projects

1. Outreach
 - a. The HVAC units are being installed.
 - b. The storefront doors were installed Friday, May 18th.
2. Multibranch
 - a. The meeting room flooring at Delmont Gardens has been installed.
 - b. The flooring in the public computer area has been delayed because the flooring is on back order.
 - c. The work on the windows at Delmont has begun
3. Roofing Project
 - a. The windows at the cupola at Jones Creek has been replaced; stucco work needs to be completed; and we are waiting on the frame covers to be installed.
 - b. The new leaks at Jones Creek are due to roof replacements. This is not included in the contract.
 - c. The contract will be addressing new leaks at the Zachary Branch.
 - d. Miscellaneous work still need to be completed.
4. Boilers for Eden Park and Greenwell Springs Road Branch
 - a. Once Architectural Services has drafted and issued the RFP and the responses are received; and the vendor is awarded the contract, the design process will began.
5. Bluebonnet Branch Renovation
 - a. ASD is reviewing the documentation. The review is approximately 2/3 complete.

Patricia Husband ask for questions.

Darryl Hurst asked was the Delmont improvement cosmetic or a need based on something that happened. Patricia Husband responded that the flooring was just worn out. In the computer room area in the meeting room the 19 year old vinyl composite tab was ready to be replaced.

Darryl Hurst inquired about building a new facility.

Patricia Husband replied, that we are currently looking for land.

Darryl Hurst offered to donate three acres of land to the library.

Patricia Husband thanks Darryl Hurst and commented that she would turn it over to the department heads and Library Board of Control.

Patricia Husband asked for additional questions.

Darryl Hurst asked was the land problem solved.

Patricia Husband replied that she appreciate the offer and the final decision will be made by herself and others.

Board President Candace Temple asked for additional comments from the board and public under Other Reports. No additional comments were made.

2. MISCELLANEOUS REPORTS – Katrina Stokes (4:33 p.m.)

- Acknowledge Ms. Patricia Husband's last meeting with the staff and Library Board of Control.
- The Library will be closed on Wednesday, June 19th to observe the Juneteenth Holiday.
- Storm Report – On Tuesday May 14, the Bluebonnet Branch staff was relocated to other locations because of a power outage.
- Jay Daniels, Director of East Baton Rouge Housing Authority has been asked to attend the June board meeting to speak about the development of the Earl K. Long site; a location the Library is exploring for a new Start Library.

Board President Candace Temple asked for public comments. No public comments were made.

V. REPORTS OF COMMITTEES – There were no reports of committees.

VI. UNFINISHED BUSINESS - Patricia Husband and Mary Stein (4:41 p.m.)

A. UPDATE ON SOUTH BRANCH LIBRARY – Patricia Husband and Mary Stein

South Branch Update – May 2024

For the past month the contractor has completed the following work:

- The east parking lot has been poured.
- Housekeeping pads were poured in the mechanical room.
- 100% of the interior framing
- 95% of the plumbing rough-ins
- 85% of the duct installation
- 10% of the brick installation
- 75% of the electrical installation is complete (overhead and in-well).
- As part of this process, on May 10, Library staff met at the site to review placement of the monitors on the wall. This was so the contractor would know where to place the wall boxes for (power and data) and where to install blocking, which is needed because of the weight of the monitors.
- The concrete for the exterior porch has been poured in the area on the north of the courtyard; where there is space for tables and chairs.
- The brick mockup is complete and the metal panel samples are on order.
- The Library staff viewed the mechanical yard space and the island near the north entrance. There is conduit in anticipation of installing EV charging stations in the future.
- They have started installing drywall.

Library staff reviewed and responded to several submittals. Facilities has started work on the submittals for interior finishes.

Library staff continued to hold weekly meetings with the interior designer to finalize the furniture package.

So far, the completion date is still December 31, though that may change.

B. UPDATE ON SCOTLANDVILLE BRANCH ARVICE – Patricia Husband

Scotlandville Branch Update – May 2024

For the past month the contractor has:

- Completed installing the insulation in the roof.
- Begun exterior and interior framing.
- Begun installation of temporary lighting and power to the building.
- Begun to install plywood and sheathing on the building.
- Started the electrical and plumbing rough-ins inside the building, including installing conduit and boxes; this work is ongoing.
- Started installing exterior and interior door frames.
- Continued work on interior framing.
- Started installation on duct work.
- The contractor anticipates that they will complete waterproofing on the building in time for a May 13 inspection.

Library staff went to SCO to review shelving as part of the plan to move into the building. They reviewed what shelving and collection would be moved to the temporary library and what shelving/collection will need to be moved to another facility. The Library staff will have to relocate the furniture and shelving so the contractor can begin demolition.

Library staff reviewed the timeline with ASD in order to determine when to send the Phase 2 renovation project to bid. Unless things change, we anticipate going out to bid in October.

The completion date is listed as October 26, 2024.

- C. DISCUSS TRAVEL EXPENSES TO THE AMERICAN LIBRARY ASSOCIATION CONFERENCE 2024 FOR MR. RONNIE PIERCE – A motion to approve additional expenses for Ronnie Pierces’ travel expenses to the American Library Association Conference in San Diego was made by Darryl Hurst and seconded by Nicole Allmon-Learson.

Board President Candace Temple asked for comments by the Library Board of Control under Unfinished Business.

Darryl Hurst and Kathy Wascom expresses interest in attending the Black Caucus’ National Conference of African American Librarians in New Orleans, La. on July 24, 2024 – July 27, 2024.

VII. NEW BUSINESS – (5:00 p.m.)

- A. SETTING A DATE FOR SPECIAL WORKSHOP BUDGET WORK SESSION – Board President Candace Temple - A motion was approved to schedule the date for the 2025 Budget Workshop Session for July 1, 2024 from 4:00 p.m. – 8 p.m. by Nicole Allmon-Learson and seconded by Darryl Hurst.

Board President Candace Temple asked for additional public comments. No public comments were made.

VIII. COMMENTS BY THE LIBRARY BOARD OF CONTROL - (5:02 p.m.)

Board President Candace Temple congratulates and thanked Ms. Patricia Husband on her retirement and service to EBRPL and LBOC.

Darryl Hurst congratulates Ms. Patricia Husband and complimented the work and progress she and Mary Stein has made in the EBPL system.

Nicole Allmon-Learson congratulates and compliment the experience, knowledge and contributions Ms. Patricia Husband has made to the Library Board of Control and the East Baton Rouge Parish Library system.

Ronnie Pierce thanks Ms. Patricia Husband for working with him, as well as the information and training she shared.

Darryl Hurst commented on the Library Board of Control open seat and the importance of showing support and solidarity to fellow board members facing seat re-election. Requested that individual board members and constituents write to the Metro Council in support of re-electing Nicole Allmon-Learson for another two year seat on Library Board of Control.

- IX. ADJOURNMENT – Board President Candace Temple requested a motion to adjourn. A motion was made by Darryl Hurst and seconded by Nicole Allmon - Learson. **The meeting was adjourned at 5:14 p.m. by a unanimous vote.**