

**RAPIDES PARISH LIBRARY
BOARD OF CONTROL
MINUTES**

June 18, 2013

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order by President Susie Smith at 3:30 p.m. in the meeting room of Westside Regional Library, 5416 Provine Place, Alexandria, Louisiana.

Board members present were Dr. Pat Barber, Mrs. Ann Heath, Mrs. Le' Anza Jordan, Mrs. Linda McMahon, Mr. Glenn Rechs, Mrs. Susie Smith, and Mr. Gregory Walker. Mr. Eddy Boddie and Mrs. Diane Lawton were absent.

Mr. Rechs led the Pledge of Allegiance and then asked for a moment of silence. Mr. Rechs moved to approve the agenda. Mrs. McMahon seconded, and the motion passed. Mr. Rechs moved to approve the minutes from the May 21, 2013, Board meeting. Mrs. McMahon seconded, and the motion passed.

FINANCIAL REPORT

Business Manager Jimmy Holsomback reviewed revenue and expenses for May 2013. He said \$88,733 in ad valorem taxes and state revenue sharing was collected during May. He also pointed out \$81,618 in E-Rate income was received that month. Income totaled \$186,186 for the month of May, which brought the year-to-date total to \$4,957,065. He said all expenses for May were normal. He pointed out the \$15,750 paid professional fees for the annual audit. He said \$39,292 was spent on library materials, which is on track with the budget. May expenses totaled \$372,947, and year-to-date expenses totaled \$2,431,817. Mr. Rechs moved to approve the May 2013 financial report. Mrs. Jordon seconded, and the motion passed.

DIRECTOR'S REPORT

Mr. Steve Rogge introduced Rachael Hartman as the new Administrative and Public Relations Specialist. He reported that transactions moving averages showed a 3.16% increase, which is the same as March 2013. Mr. Rogge announced that he wrote a letter to Mrs. Jessie Gunter concerning the sale of her property, two parcels of land, directly behind Gunter Branch. She subsequently called him and asked for an offer to be made for the sale price of her land. Mr. Rogge explained to the Board that Mrs. Gunter's land was assessed at \$35,000, but is yet to be appraised. Properties next door to Mrs. Gunter's land are assessed at \$100,000 due to the homes there. Mr. Rogge said the cost of Mrs. Gunter's land would be somewhere between \$35,000 and

\$100,000, and explained that the only alternative to purchasing Mrs. Gunter's land would be to build a totally new building in a new location. Mrs. McMahon asked about the size of the property. Mr. Rogge said it was about a half of an acre. Mr. Rechs moved to go forward with an appraisal and the negotiations with Mrs. Gunter. Mrs. McMahon seconded, and the motion passed. Mr. Jimmy Holsomback said he would contact the appraiser.

Mr. Rogge announced that the City Court will be placing a temporary building in their parking lot across from the Huie-Dellmon House. The building will take up five parking spots currently used by the Library staff, and the city plans to install cameras and lighting in the lot for added security. Mr. Rogge said the City of Alexandria allows the Rapides Parish Library to use the parking lot for free, but it does belong to the city. If the library staff needs additional parking, they can park in the grassy field to the left of the lot. Mrs. Jordan asked who owned the grassy lot. Mr. Rogge explained that the city owns the grassy lot, but wants to put the new temporary building on a concrete foundation.

DIRECT SERVICES

Assistant Director for Direct Services, Laura-Ellen Ayres, introduced Brandon Beckham as the new manager at Westside Regional Library. Mr. Beckham has a Master's in Library Science and moved to Alexandria from the Shreve Memorial Library. Beckham will take over the position on Thursday, June 27 and acting manager, Pam Martin, will return to her full time management position at Gunter. Ms. Ayres said Ms. Martin helped smooth the managerial transition at Westside. Ms. Ayres said there was an attempted break-in at the Robertson Branch on Sunday, May 26, 2013. The alarm system went off and the perpetrators did not actually enter the building. Damaged areas were repaired and the branch is secure. On June 5, 2013, Robertson's two 5-ton air-conditioning units were replaced after they stopped working. Ms. Ayres reported that the King Branch would be closing. The last open day is June 21st. Moving days are June 24-25. Ms. Ayres said that the King Branch staff would continue with their regular hours at Main and that King Manager Starla Jones would be on the Bookmobile at the old King Branch location every Friday from 3:30 to 5:30 p.m.. Starla's presence would serve as a familiar face to King customers that visit the Bookmobile. Ms. Ayres said that a prisoner crew would be at the old King location to pack and move the books and furniture on June 24.

OUTREACH SERVICES

Outreach Services Coordinator, Tammy DiBartolo, said participation in the 2013 Summer Reading Program is up. Ms. DiBartolo said there were over 160 kids at Westside to see Daisy the Pig earlier in the week. Bookmobile driver Tammy Valezuela has resigned.. Ms. DiBartolo said that she and Londa Price took the Bookmobile to senior centers.

PUBLIC RELATIONS and FRIENDS OF RAPIDES LIBRARY

Outgoing Administrative and Public Relations Specialist, Jana Fryday, said the Rapides Parish Library was featured on the main pages of KLAX and News Channel 5 KALB's web sites. Ms. Fryday announced that the Friends of the Library received five new \$100 lifetime memberships. The Friends of the Library will have their annual book sale August 1-3, 2013 at Westside. Open hours will be Thursday and Friday, August 1-2, from 9 a.m. to 6 p.m., and Saturday, August 3, from 9 a.m. to noon.

UNFINISHED BUSINESS

Mr. Rogge began discussion on the new King building. He stated that space for a drive-thru window for picking up holds was added onto the building design, as well as space for a dumpster in the parking lot. The men's restroom was enlarged to meet code requirements, which resulted in the loss of a planned storage closet. Another closet was added in another area for storing tables and chairs. A solid wall is now in the King plan to help block the sound of the book-drop from disturbing customers using the adjacent study room.

Mr. Rogge said that ADA Tom Wells suggested there be more parking at the new King Location. Discussion ensued about the use of the Peabody High School parking lot in case extra parking was needed. Mr. Rogge said that the current plans for the new King parking lot meet the code requirements and that it features more parking spaces than are used now at the old King location, even during programs. The Board agreed the plan featured enough parking spaces with seventeen spaces, including a handicapped space. Mr. Rogge said a parking lot expansion on our new property is possible if it is found to be needed in the future.

Mr. Rechs asked if there was storage space behind the proposed second story windows of one of the possible facades. He asked if it was possible to grow upstairs in the future. He suggested that it may be worth adding foundational support now to prepare for future growth of the new King Branch.

Mrs. McMahon suggested the Board consider coordinating the building design with Peabody High School's design. She said it would help associate the library with education and that the design should be cohesive to the community. She suggested one of the current designs looks more like an old feed store.

Ms. Ayres reminded the Board that the Library has \$13,000 set aside for a new roof on the old King Branch. She suggested that money be used on the new King Branch building toward making a Martin Luther King, Jr. memorial art in the design out front. She suggested a mural, which are commonly featured in the local area.

NEW BUSINESS

Mr. Rogge suggested the Board possibly hold a Special Board Meeting early in July to discuss design plans for the new King Branch. With the old branch closing June 21 and not reopening at the new location for about a year, any delays in starting construction will continue to push the opening date back even further.

The next regular meeting of the Rapides Parish Library Board of Control is scheduled for Tuesday, August 13, at 3:30 p.m.

The meeting was adjourned at 4:30 p.m.

Respectfully submitted by

Steve Rogge
Secretary

Susie Smith
President