

**RAPIDES PARISH LIBRARY  
BOARD OF CONTROL  
MINUTES**

**May 21, 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 the Huie-Dellmon House, 430 St. James Street, Alexandria, Louisiana.

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

Mr. Rechs led the Pledge of Allegiance and then asked for a moment of silence. Mrs. McMahon moved to approve the agenda. Mr. Rechs seconded, and the motion passed. Mr. Rechs moved to approve the minutes from the April 16, 2013, Board meeting. Mrs. McMahon seconded, and the motion passed. Business Manager Jimmy Holsomback introduced Lee Willis of Rozier, Harrington, and McKay. Mr. Willis said that the 2012 audit was completed, and he referred to the rough draft he had given each Board member. He said it was a good audit and that he had no comments or criticisms. He thanked the Board for the opportunity to perform these audits every year. He said the final draft of the audit would be available at the June Board meeting.

**FINANCIAL REPORT**

Mr. Holsomback reviewed revenue and expenses for April 2013. He said \$71,420 in ad valorem taxes was collected during April, as well as \$3,080 in prior year taxes. He also pointed out \$15,519 in E-Rate income was received that month. Income totaled \$99,943 for the month of April, which brought the year-to-date total to \$4,770,879. He said all expenses for April were normal. He pointed out the \$3,400 paid professional fees for the appraisal of the land on Broadway that is the site of the future King Branch. He said \$9,237 was paid for the asbestos abatement project at the Martin Branch. He said that Steve had sent a letter asking the Martin Foundation for additional funds to cover that expense. April expenses totaled \$357,848, and year-to-date expenses totaled \$2,058,870. Mrs. Lawton moved to approve the April 2013 financial report. Mr. Rechs seconded, and the motion passed.

Mr. Holsomback said that last month, the Board asked the Police Jury for \$3,000,000 bond financing for the King, Robertson, and Gunter branch construction projects. He said Mr. Schlueter, our bonding attorney, had negotiated a 2.29% interest rate on a ten year loan of \$1,000,000 with Sabine State Bank. He said we now needed a motion for the Board to

recommend to the Police Jury to accept this proposal. The first \$1,000,000 is for the construction of the King project. Dr. Barber moved that the Board recommend to the Police Jury acceptance of the Sabine Bank proposal for the purchase of \$1,000,000 Limited Tax Certificates. Mr. Rechs seconded, and the motion carried unanimously.

## **DIRECTOR'S REPORT**

Mr. Steve Rogge reported that transactions moving averages showed a 4.23% increase since 2012, which continues the gradual increase when compared to previous months. He pointed out that except for the 4.95% decrease in POP transactions, every branch and department showed an increase in transactions when compared to 2012. Mr. Rogge referred to the King flyer/FAQ handout and explained that these were given to customers at all Library branches, but especially at the King Branch. The front shows a tentative floor plan, while the back explains the issues involved with closing the current location and building the new one. Dr. Barber asked how much bigger the new King Branch would be, and Mr. Rogge explained that the new building would have more than twice the square footage of the current building. Mr. Holsomback pointed out that similar to the Hineston and McDonald buildings, this new King building would have a meeting room and restrooms that could be accessed after hours.

Mr. Rogge said rumors regarding the closure of the King Branch are circulating around the community. He said he attended a meeting of the Lower Third Street Neighborhood Watch group on May 20. He was on a panel with Mr. Williams of the Pill Box Pharmacy and a representative of the Police Jury. He said there is quite a bit of confusion about how the building will be used once the City buys it. He explained that at first, both the Pill Box Pharmacy and the Sheriff's Department were interested in purchasing the building on Lower Third. At that point, Mr. Rogge asked the Police Jury to negotiate the sale since they technically own the building.

The current plan is for the City of Alexandria to purchase the King building and lease it to the Pill Box Pharmacy for two years. During that time, the city will develop the former stockyard area into apartments and a strip mall. At that point, the pharmacy would move into the strip mall and the former King building would be a substation shared by the Sheriff's Department and the Alexandria Police Department. Mr. Rogge said that everyone who has expressed an interest in purchasing the King building would like to move in as soon as the sale is finalized. As a result, the Library will move out of the current King building before the new one is open.

Mr. Rogge said that in the interim between the current location's closure and the opening of the new building, we'll invite King customers to use Main Library, where we'll house some of King's collection, as well as their computers. The bookmobile will also make a weekly stop near the old King building. Mr. Holsomback mentioned Mr. Schlueter said as of July 2<sup>nd</sup>, the Bonding Commission will close on the first \$1,000,000 of our bond, and we'll have our money

that day. Mr. Rogge said Architect Bill Tudor was currently preparing drawings for the new building's façade. The Police Jury is in the final stages of negotiating the purchase of the land on Broadway Avenue, so the project is rolling forward quickly. He also mentioned that the story of our King Branch construction project, including an interview with Mr. Rogge, was recently featured on KALB-TV.

Mr. Rogge announced that we had two recent break-ins. Someone broke into the Old School building in Lecompte and tried to get into the library, but didn't succeed. The night prior to this Board meeting, someone tried to break into the Boyce Branch. Branch Manager Margie Mealer said a window was shattered but not broken, and that the glass was now replaced. Mr. Rogge reminded the Board that Library employees and Board members were required to take the online ethics training every year. He said it was a fairly easy process that took about one hour. He said the Board had received an email with a link to the website. Mr. Rechs asked Administrative and Public Relations Specialist Jana Fryday to send them the email again, and she agreed to do so.

Mr. Rogge announced Miss Fryday's departure at the end of June. He said she would move to Utah to be closer to her family. The Board thanked her for her service and wished well in her future endeavors. Mr. Rogge said Rachael Hartman would be Miss Fryday's replacement.

## **DIRECT SERVICES**

Assistant Director for Direct Services Laura-Ellen Ayres said that she had been working with Facilities Manager Les Guidry and Johnson Branch Manager Mary Murry to design a replacement to the circulation desk. The new desk will be housed in the center of the main room of the library. She explained that this project would be partially funded by the Friends of the Johnson Library. She said we also plan to replace the public computer desks with new ones. She said that we had trained a new class of five substitutes to help during the summer. She also said she and Human Resources Administrator Carolyn Colwell had been interviewing for the vacant Westside Regional Manager's position and that they hoped to make a decision within the week.

## **OUTREACH SERVICES**

Outreach Services Coordinator Tammy DiBartolo said we were in the final stages of ordering a new bookmobile. She said the Library hosted a concert for our friends with special needs on May 17<sup>th</sup> with performer Papillion at the John Eskew Training Center, and over ninety people attended. She said the staff at John Eskew thanked the Library for all it does for the special needs community. She said the Volunteer Appreciation Reception would be held on May 26<sup>th</sup> at Westside Regional with entertainment by Judy Caplan Ginsburg. She said Library volunteers would be honored at the event. On May 18<sup>th</sup>, comedian and author Darryl Littleton was the guest at Main Library for a great program on the history of African-American comedy. He showed a

clip from his documentary, which included comedy greats like Moms Mabley, Nipsey Russell, Red Foxx and the Wayans Brothers. Mr. Littleton talked about his research and related many personal interactions with famous comedians. He ended the evening with a brief stand-up routine. Mrs. DiBartolo thanked Reference Assistant Manager Faith Johnson for making this event a success. She said Dr. Charles Allen, a botanist who lives in Lafayette, would present a hands-on program on Louisiana's native plants at Westside on Tuesday, June 6<sup>th</sup>. Mrs. DiBartolo said plans were in the works for the library to participate in the Juneteenth Celebration to be held on June 15<sup>th</sup>. She said each library location would soon hold their own Summer Reading Program kick-off events for children, teens and adults.

### **HUMAN RESOURCES**

Human Resources Administrator Carolyn Colwell said we had recently hired five new substitute clerks, and she pointed out the handout with their pictures in the Board packets. She also mentioned the newly created booklet of RPL employees with their pictures, names, and job titles. This will help new employees become more familiar with RPL staff members. She said the Board Personnel Committee met the week prior to the Board meeting to discuss Mr. Rogge's annual performance appraisal. Mrs. Jordan spoke on Committee Chair Eddy Boddie's behalf since he was unable to attend the Board meeting. Mrs. Jordan said the committee recommended that Mr. Rogge receive a 3% salary increase for his excellent work over the past year. Since this motion was a recommendation from a committee, it required no second. The Board unanimously agreed to increase Mr. Rogge's salary by 3%.

### **PUBLIC RELATIONS and FRIENDS OF RAPIDES LIBRARY**

Administrative and Public Relations Specialist Jana Fryday said KALB had aired a story about the Martin Luther King, Jr., Branch sale and construction on May 16, 2013, during the 5:00 PM and 6:00 PM news, and again on the morning of May 17<sup>th</sup>. The *Town Talk* ran a story on the same topic on Saturday, May 18<sup>th</sup>, and they also posted an article and the Library-created FAQ sheet online on the 17<sup>th</sup>. She reported that KLAX, KALB, and the *Town Talk* continue to post information about Library events online. Miss Fryday concluded by saying the Friends of the Rapides Library had recently sent out a newsletter that included a membership renewal section. She said they were currently receiving dues and updated contact information as a result of that mailing.

### **UNFINISHED BUSINESS**

Mr. Holsomback explained that in order for the Police Jury to secure the \$3,000,000 bond for the Library's upcoming construction projects, a further Board resolution was needed. Mrs. McMahan offered the resolution consenting to and concurring in the issuance of Three Million

Dollars (\$3,000,000) of Limited Tax Certificates of the Parish of Rapides, State of Louisiana for the purpose of acquiring, constructing and/or improving public libraries and paying the costs of issuance thereof. Mr. Rechs seconded, and the motion passed with a unanimous roll call vote by all Board members present.

### **NEW BUSINESS**

Mr. Rogge said we'd like to start planning the expansion of the Robertson Branch. He asked the Board to pass a resolution that would recommend the Police Jury immediately enter into a contract with Alliance Design Group for the architectural work involved with the expansion of that branch, to be paid out of Library funds. Mr. Rechs moved to do so, and Mrs. McMahon seconded. The motion passed unanimously. Mr. Rogge referred to the Proposed 2013-2014 Long Range Plan in the Board's packets and said building a new Gunter circulation desk had been removed from the long range plan in the mailing they received just prior to the Board meeting. Since a new circulation desk would be included in Gunter's expansion, which was already in the long range plan, he decided to remove that item. He pointed out various aspects of this proposed long range plan, including replacing the Main Library reference desk, installing automatic doors at Main Library and Westside Regional, and other items, in addition to several that were previously mentioned in this meeting. Long Range Planning Committee Chair Linda McMahon moved to approve the Proposed 2013-2014 Update of the Long Range Plan as presented. Mrs. Jordan seconded, and the motion passed unanimously.

**The next meeting is scheduled for June 18, 2013, at the Huie-Dellmon House.**

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

Respectfully submitted by

Steve Rogge  
Secretary

Susie Smith  
President

May 2013