

**Rapides Parish Library
Board of Control
December 15, 2015**

Minutes

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order by President Glenn Rechs at 4:00 p.m., in the meeting room of the Huie-Dellmon House, located at 430 Saint James Avenue, Alexandria, Louisiana.

Board members present were: Ms. Linda McMahon, Mr. Glen Rechs, Dr. Pat Barber, Mr. Michael Fairbanks, Ms. Ann Heath, Mr. Morris Taft Thomas, Ms. Le'Anza Jordan and Mr. Gregory Walker. Mr. Ralph Roach and Ms. Laura-Ellen Ayres were absent.

Mr. Rechs led the Pledge of Allegiance, and the Board observed a moment of silence.

Agenda

Ms. McMahon made a motion to approve the agenda. Mr. Fairbanks seconded and the motion passed.

Minutes

Mr. Fairbanks made a motion to approve the November minutes. Ms. McMahon seconded and the motion passed.

Financial Report

Mr. Jimmy Holsomback presented the financial report. There was minimum revenue for October or November. Last week, the final ad valorem tax check was received in the amount \$185,000.

Most of the operating expenses items are within budget. Account no. 5046, 5049, and 5050 are expenses to remove the asbestos and replace the carpeting and flooring at Main. It also includes the addition of the lab. The \$109,000 left over from the King Branch construction will be used for this project.

Mr. Holsomback reported that he expects the overall budget to be under budget for the year.

Mr. Holsomback presented the balance sheet. The Prepaid Web Filter is an internet security measure that is purchased every 3 years.

The Robertson expansion project is 60% complete. The contractor is on schedule. It is expected that staff will be able to work the last week of January to prepare for opening the first of February. Shelving has been ordered and will be installed the week of January 18th.

Mr. Holsomback, Mr. Les Guidry and Ms. Lenná Mouton are scheduled to meet with the contractor and architect on Thursday for the regular weekly meeting.

Change order #1 was for miscellaneous items. Change order #2 was to include carpeting for the entire branch.

Proposals will be taken for furniture and computers. Bids will be taken for the landscaping. Robertson will be closed for the entire month of January so that the contractor can finish the front of the building.

Mr. Fairbanks moved to accept the financial report, Mr. Thomas seconded and the motion passed.

Director's Report

Wes Saunders, Assistant Director, gave the Director's report. Ms. Ayres is out due to surgery, but she has been stopping in the check on things. She prepared the report that Mr. Saunders presented.

Renovations at the Robertson Branch and at the Main Library are on schedule. The Main renovation is about 80% complete. The carpeting is currently being installed.

Mr. Saunders reported that he visited the Robertson Branch. The new children's area is large. The new meeting room will be an asset to the branch. There is also much needed storage and a staff area.

The report included a copy of an article from the December 10th *Town Talk* about the state review panel which is considering the Main Library for the National Historical Register.

The Library Rules policy will be delayed until next meeting. Ms. Carolyn Colwell is working with Assistant District Attorney Tom Wells to revise the policy. Ms. Jordan inquired if the library is a gun-free zone. Ms. Colwell reported that this is part of the discussion with Mr. Wells.

Mr. Saunders attended the December 7th and 14th Police Jury meetings. He gave a brief report on the Library at the December 7th meeting. On December 14th, the Police Jury approved the new lease agreement for Boyce and the change order for Robertson.

Mr. Saunders recognized the Main Circulation and Main Reference Staff for a job well done. He also recognized for the Maintenance Department for their hard work during these renovations.

During the Main closure, Jonathon Westbrook, one of our reference staff, has been compiling information from the State Library about the early days of the RPL. The information is housed at the State Library in Baton Rouge on microfilm.

Board members sent well wishes to Ms. Ayres for a speedy recovery.

Direct Services

Ms. Lenna' Mouton presented a flyer for the Robertson closing. It will be closed from December 31st through the end of January. Flyers have been sent to branches that will be affected by the closing specifically Gunter and Martin. Signs will be posted next week.

The Main staff has been working at the King Branch during the earlier opening of 9:00 AM to 11:00 AM. They report that there are 17 – 20 patrons using the library branch daily and these are not regular Main patrons. A class from Alexandria Middle Magnet attended the King Branch so that students could learn about the library and obtain a library card. The school would like to bring students once or twice a month during the 10:00 hour. This would be an opportunity missed if the King Branch had not been open early.

Ms. Mouton reported that she is working on staffing for the earlier hours.

Human Resources

No Report

Outreach and Youth Services

Tammy DiBartolo gave the Outreach and Youth Services Report. It has been a really busy time for Youth Services/Outreach. Karla Kirby and Ms. DiBartolo have been doing the Early Literacy part of the Summer Reading Workshops sponsored by the Louisiana State Library. So far, they have done two in Baton Rouge, one in New Orleans, one in Lafayette, one in Ruston, and they have Lake Charles and Shreveport left to do. It has been a lot of fun meeting library staff from across the state.

We received a Prime Time Family Reading Time grant and we will host that six-week long family program at the King branch in February.

We also received a grant from the Louisiana Endowment for the Humanities to do a four-week long book discussion program with the book *A Confederacy of Dunces*. Dr. Purdy, an English professor at Louisiana College will lead the discussion.

Plans are also in the works to partner with LSUA and Friends of the Rapides Library to host a showing of the film *61 Bullets*, a film about the assassination of Huey P. Long.

We are also planning to host a book signing for Billy Cannon, former LSU player and winner of the Heisman trophy. Dr. Cannon has written a book with author, Charles de Gravelle about Dr. Cannon's life at LSU and what happened in later years. Dr. Cannon is currently a dentist at Angola Prison.

IT

No Report

Public Relations

Suzanne James reported that Cards 4 Kids is currently on a break due to the holidays; however, we are still receiving applications.

Ms. James had a meeting with the Jackson Parish Library to exchange information. She was able to get ideas of new promotions as well as share what we are doing.

Social media is adding 8 – 10 people a month. The event guides are being distributed monthly.

Unfinished Business

Mr. Holsomback presented the 2016 budget for formal adoption. Notification of the meeting was published in the November 29th and December 6th *Town Talk* as required by law.

Mr. Fairbanks made a motion adopt the 2016 budget. Ms. McMahon seconded and the motion passed.

New Business

Mr. Rechs presented the recommendations from the nominating committee of officers for 2016. Mr. Fairbanks was nominated for President, Mr. Walker for Vice-President, and Ms. Jordan for Financial Officer.

Ms. McMahon made a motion to accept the recommendations of the committee. Mr. Thomas seconded and the motion passed.

Mr. Rechs thanked the board for the opportunity to serve as President for the past two years and the years he had previously served.

Mr. Saunders presented the 2016 preference checklist for the committees. He asked that members complete the form and turn it in soon.

Dr. Barber asked Mr. Thomas to share about his current project. Mr. Thomas is carving an 8 foot alligator out of cypress for a display at the Jena Choctaw Casino. The display which shows animals in their natural habitat will feature several of Mr. Thomas' carvings.

The next regular meeting of the Rapides Parish Library Board of Control is scheduled for Tuesday, January 19, 2016, at 4:00 p.m., at the Huie-Dellmon House.

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

Respectfully submitted by

Laura-Ellen Ayres

Secretary

Glenn Rechs

President