

Rapides Parish Library
Board of Control
September 16, 2014
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 530 Saint James Avenue, Alexandria, Louisiana.

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

President Glenn Rechs called the meeting to order and led the Pledge of Allegiance. The Board then observed a moment of silence.

Service Awards

Service awards were presented to Ms. Shirley Hawkins for 25 years of service and Ms. Donna LeBlanc for 30 years of service. Not in attendance were Ms. Charlotte Morris and Ms. Danielia Thompson, both with 20 years of service. Mr. Rechs thanked those being honored for their years of dedicated service. He said the Library is not just a building, but it is people such as those honored today, that has helped to make the Library a success.

Ms. Starla Jones presented Ms. Hawkins with the 25 years' service award. Ms. Jones said that Ms. Hawkins has been a longstanding employee at the King Branch and is well liked in the community. She said Ms. Hawkins has proven that a person can enjoy their job, if their heart is in it. Ms. Jones said she is looking forward to working with Ms. Hawkins for many more years. Ms. Hawkins thanked the Library for the award and said she enjoys working with the staff and the community.

Ms. Ayres presented Ms. LeBlanc with the 30 years' service award. Ms. Ayres said she was proud of Ms. LeBlanc and complimented her on the wonderful relationship she has with the city of Pineville, the Martin Foundation, and the customers who frequent the Martin Branch. She said because of Ms. LeBlanc's great relationship with the Martin Foundation, the Library has been able to secure grants. She said the Library is honored that Ms. LeBlanc has chosen to be a part of the staff. Ms. LeBlanc thanked her family, the Library staff and administration, and the Library Board for their support. She expressed her gratitude to the current administration, to former director Steve Rogge, and former assistant administrator Beth Vandersteen for believing in her.

Mr. Rechs closed the award ceremony by announcing that guests were welcome to leave, or stay for the remainder of the meeting.

Minutes

Mr. Fairbanks moved to approve the August minutes, Mrs. McMahon seconded and the motion passed.

Financial Report

Mr. Jimmy Holsomback gave the financial report. He reported that the Library is at minimal revenue, which is to be expected at this time of year. There were three payrolls in the month of August which caused payroll to be larger than usual. He said the auditor has submitted his bill and payment has been issued. Also, the cost of the compressor that had to be replaced at Main Library was \$13,000.

Mr. Holsomback said although the new King Branch has been open for a few weeks; there will be some additional costs before the project is finalized. The major cost items yet to be paid is the 10% retainage that is owed to the contractor (\$70,000.00), and the cost of computers, furniture, etc. that is owed to the Library (\$45,000.00). He said there is \$244,000 remaining in the construction account. Approximately \$100,000 of this can be applied to the next project.

Director's Report

Ms. Laura-Ellen Ayres gave the Director's Report. She gave the statistical report and said that online resources are up by 64%. The newly opened King Branch circulation number from August 11-August 31 was 1116. Since the King Branch is now a medium sized branch, there has been an increase in both staffing and programming.

In August the Library added approximately 700 new customers.

Ms. Ayres said the Police Jury voted to enter a contract with the Alliance Design Group for the Robertson Branch and Gunter Branch expansion projects. The next step is for the District Attorney to approve the decision.

She reported that Mr. Holsomback was able to obtain a copy of the Act of Donation for the Gunter Branch. According to her interpretation of the document it appears that in order for the Library to sell the building, \$15,000 would have to be paid to the family. She said that she has an appointment next week with Assistant District Attorney Tom Wells to discuss the possibility of selling the Gunter Branch without violating the Act of Donation. She will also question him about the legality of the Library allowing the Louisiana Czech Museum to display some of their items in the branch, thus having a museum in the library. She concluded by saying a copy of the Gunter Branch floor plan has been given to Alliance Design for them to review as they look at the addition for the Robertson Branch. The Gunter and Robertson Branches are mirror images of each other.

Ms. Ayres updated the Board on the Meeting Room Policy by saying she will discuss this policy next week with Assistant District Attorney Tom Wells.

Direct Services

Ms. Lenná Mouton gave the Direct Services report. She introduced Ms. Elizabeth Parish as the new Johnson Branch manager and thanked Ms. Margie Mealer for her role as acting branch manager during the interim between managers. She also introduced Ms. Donna Mangham, acting branch manager of Westside Regional as the new branch manager for that location. She said Ms. Mangham has recently coordinated a new homeschool class at Westside Regional, with 23 students registered.

Ms. Mouton announced the King Branch grand opening which is to be held Thursday, September 25, 2014, 3:30 p.m.-5:00 p.m. Mr. Rechs and Ms. Smith said they have previous obligations which will not permit them to attend the grand opening.

Human Resources Report

Ms. Carolyn Colwell gave the Human Resources report. She recommended the ratification of employees TaSheena Coker and Tammie Moore. Ms. Smith moved to approve the ratification, Mr. Fairbanks seconded and the motion passed.

Outreach and Youth Services

Ms. Tammy DiBartolo gave the Outreach and Youth Services report. She elaborated briefly on the *Rapides Senior News* handout which was in the Board's packets, and encouraged everyone present to read the article highlighting both the Bookmobile and the homebound services.

She announced that September is "Library Card Sign-Up Month", and Wednesday, September 17, 2014, staff members will be riding city buses encouraging people to apply for library cards. Ms. McMahon asked if there would be a way for people to actually apply for a card while on the bus. Ms. DiBartolo said that unfortunately this is not possible, at this time. Each person will need to apply for a card at the Library.

Ms. DiBartolo announced the upcoming Tales Along the Bayou and Zombie Prom events, both of which will take place in October.

IT

In the absence of IT Systems Manager Janie Primeaux, there was no report given.

Unfinished Business

There was no unfinished business to report on this month.

New Business

There was no new business to report on this month.

The next regular meeting of the Rapides Parish Library Board of Control is scheduled for Tuesday, October 21, 2014, at 4:00 p.m., at the Huie-Dellmon House.

The meeting was adjourned at 4:15 p.m.

Respectfully submitted by

Laura-Ellen Ayres
Secretary

Glenn Rechs
President