

**RAPIDES PARISH LIBRARY
BOARD OF CONTROL
MINUTES**

August 16, 2011

The regular meeting of the Rapides Parish Library (RPL) Board of Control was called to order by President Glenn Rechs at 3:30 p.m. in the meeting room of the Huie-Dellmon House, 420 St. James Street, Alexandria, Louisiana.

Board members present were Dr. Pat Barber, Mr. Eddy Boddie, Mrs. Ann Heath, Mrs. Diane Lawton, Mrs. Linda McMahon, Mr. Glenn Rechs, Mrs. Susie Smith, and Mrs. Alice Story. Ms. Lee Moore was not present.

President Rechs led the Pledge of Allegiance and then asked for a moment of silence. Mrs. Smith moved to approve the agenda, and Mrs. Story seconded. The motion was passed. Mrs. Lawton moved to approve the minutes from the June 21, 2011, meeting. Mr. Boddie seconded, and the motion passed.

FINANCIAL REPORT

Business Manager Jimmy Holsomback reviewed income and operating expenses for June and July 2011. He pointed out the receipt of \$3,500 in July from the Louisiana Charities Trust. The total revenue for June 2011 was \$48,694. July 2011 revenue totaled \$25,246, and this brought the year-to-date revenue to \$4,406,291.

Mr. Holsomback said the expenditures for June and July were normal. He did point out \$13,656 from State Aid was spent in June on the OverDrive service. The expenses for June 2011 were \$315,287. July 2011 expenses were \$327,069, and \$2,956,557 year-to-date. He concluded by saying that income and expenses for June and July 2011 were in order. Mrs. Story moved to approve the report, and Mrs. Smith seconded. The motion passed.

Mrs. Barber asked what the Louisiana Charities Trust was. Mr. Rogge responded that this trust was comprised of a few local businesses which wanted to remain anonymous.

DIRECTOR'S REPORT

Mr. Steve Rogge reported that transaction statistics were down 8.25% compared to July 2010. He asked Mr. Holsomback to explain the next sheet of statistics, one which compared January through July transaction numbers from 2008, 2009, 2010, and 2011. According to Mr.

Holsomback's analysis, 2010 showed a large increase in transactions, probably largely due to the new buildings at Glenmora and Hineston, which opened in fall 2009, as well as the Westside Regional Library, which opened in spring 2010. The chart showed 111,460 transactions for January through July in 2008, with 65.1 transactions per hour of operation. Similarly, we had 116,801 transactions in 2009, with 65.8 transactions per hour. January through July of 2010 increased a great deal with 150,539 transactions and 84.5 transactions per hour. Then 2011 settled back into the previous trend of gradual increase with 135,849 transactions and 79.4 transactions per hour. This broader perspective helps us see that our transaction numbers haven't really decreased over the last four years; 2010 was just markedly busier than we had previously been.

Mr. Rogge next said that Youth Services Manager Tammy DiBartolo participated in an Ingram panel at the American Library Association and received a \$1,000 credit on materials purchases as a result. He said the Police Jury approved the sale of the portion of the King Branch's land, but we don't yet have the money. He also mentioned Lee Moore had amicably resigned from the Board as of earlier that day, effective immediately. He would be talking with her police juror to get another Board member appointed in her stead.

Mr. Rogge explained that he'd had some difficulty in trying to get signs posted for the Robertson Branch. He had to speak with the state Department of Transportation and Development, Rapides Parish officials, and the Rapides Parish School Board Superintendent. He will continue trying to get signs up to clearly indicate the Robertson Branch's location.

ASSISTANT DIRECTOR FOR DIRECT SERVICES

Ms. Laura-Ellen Ayres said additional lights were added outside the King Branch to increase illumination for people exiting the building in the evening. After mentioning the sale of the portion of the King lot, Ms. Ayres asked the Board to vote to set aside this money for the future repair or replacement of the King Branch roof. Mrs. Barber moved to set aside the \$4,500 from the King Branch land sale be set aside for use on repairing or replacing the King Branch's roof. Mrs. McMahon seconded, and the motion passed unanimously.

Thanks to the Broadband Technology Opportunities Project, the Library has received ten laptop computers to check out to the public. These laptops began to circulate on August 8. They can only be checked out by adults with library records which have no overdues and no fines, and who can supply us with an active photo ID which contains a permanent, current address. Ms. Ayres said the program was doing well so far.

The Main Library Tweens Advisory Group raised \$64 and donated four backpacks for the local Food Bank's Fill-A-Backpack program. Also, Louisiana author Kimberly Willis Holt donated

her time to do a writing workshop at the McDonald Branch on August 9th. They had 25 people, ranging in age from 10 to 80+. McDonald Branch staffer Mary Ellen Kenyon was invited to speak as part of an emergency preparedness workshop for the local first responders of Glenmora. She was able to highlight the part the library plays during an emergency.

Ms. Ayres also mentioned some issues had occurred with completing the siding at the Gunter Branch. The fascia and soffits still need to have siding installed. A relative of Carl Gunter, Sr., recently donated a picture of Mr. Gunter and his son. These pictures have been retouched and are in the process of being framed.

ASSISTANT DIRECTOR FOR OUTREACH SERVICES

Because Kelly Kingrey-Edwards had a family emergency, Mr. Rogge told the Board members the Big Read program would feature the *Adventures of Tom Sawyer* by Mark Twain. He pointed out the October and November calendars Mrs. Kingrey-Edwards left for the Board members. He also mentioned the Readings in Literature and Culture (ReLiC) discussion series would feature Louisiana literature this year. ReLiC will begin in September.

HUMAN RESOURCES

Manager Beverlee Lueder said Circulation Clerk Monique Richmond was due to be ratified. Mrs. Smith moved to ratify Mrs. Richmond, and Mrs. Lawton seconded. The motion passed.

INFORMATION TECHNOLOGY

Systems Manager Janie Primeaux mentioned that she had nothing new for the Board. She did point out that the Library maintained a website specifically for the Big Read every year. This website can be found at www.rapidesreads.com.

NEW BUSINESS

Ms. Ayres explained that Innovative Interfaces, the company from whom we purchased our integrated library system (ILS) software in 1998, has developed a new ILS software program called Sierra. She explained that the company has offered an “early bird” special to libraries who are willing to purchase this program now. She explained to the Board that although this purchase would cost from \$80,000 to \$100,000 now, the Library would have to purchase it at some point. Ms. Ayres recommended the Board approve this Sierra purchase now because it will cost more in the future. She reminded the Board that \$309,000 has been set aside to be spent on automation. After some discussion, Dr. Barber moved to approve the Sierra purchase

with a \$100,000 ceiling, using the set aside funds to do so. Mrs. Lawton seconded, and the vote passed unanimously.

The next meeting is scheduled for September 20, 2011, back at the Huie-Dellmon House.

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

Respectfully submitted by

Steve Rogge
Secretary

Glen Rechs
President