

**RAPIDES PARISH LIBRARY  
BOARD OF CONTROL SPECIAL MEETING  
MINUTES  
July 3, 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 Board President Susie Smith, Dr. Pat Barber, Mrs. Ann Heath, Mrs. Le'Anza Jordan, Mrs. Linda McMahon, Mrs. Diane Lawton, Mr. Glenn Rechs, and Mr. Gregory Walker. Mr. Eddy Boddie was absent.

Mr. Rechs led the Pledge of Allegiance and then asked for a moment of silence. Ms. Jordon moved to approve the agenda. Mrs. McMahon seconded, and the motion passed unanimously, by a roll-call vote.

Ms. Smith welcomed the guests. Attorney Ingrid Johnson introduced herself. Mr. Bill Tudor from Alliance Design introduced himself and his colleague Adam Grunzinger as architects working on the design for the new King Branch.

**Unfinished Business**

Mr. Steve Rogge began by reviewing the reasons why the Special Meeting was called: concerns about the design of the new King Branch, particularly the façade. This meeting was called primarily to see new designs quickly, so as to not to set back the construction start date.

Using new the site plan and floor plan for the new King building, Mr. Tudor reminded the Board that the school district elected to only allow the library to use the drop off exit, and that he developed a one way circulation scheme for traffic that allows room for an additional expansion if needed. A code review showed the first design needed additional restrooms. Now the women's restroom has two toilets, and the men's restroom has a single lavatory. They included a staff bathroom with another toilet that should meet code standards of having two toilets available toilets for men and two available toilets for women. He also adjusted the work area, added a larger storage room off the vestibule and a table and chair storage room off the meeting room.

Moving on to the façade designs, Mr. Tudor pointed out features Peabody High School (PHS) in the photo he brought: the peaked glass front and sunshade awnings over second story windows. While we have a much smaller building, they tried to use the same language of PHS. The images of the new King Branch and PHS will come together in your head, but they won't be side by side. They will have the same color of brick and similar design features, but won't be identical.

The architects showed two possibilities for the façade. Both offer the same central element of the peaked glass front of PHS. One façade featured a sloped roof and the other a flat roof. Light behind the glass front would allow the library to put up banners and displays inside. The façade designs also feature available green space for a free standing Dr. King memorial out front.

Mr. Rechs asked if it was possible to have electricity run to the green space for lighting the memorial. Mr. Tudor said yes. Ms. Lawton said that the flat roof designs don't work too well in Louisiana. Ms. McMahon asked if the sloped top was available for storage. Mr. Tudor said, no, the Fire Marshall would not allow storage in that area. That is where the air handling units will be. On the flat roof, the A/C units would sit exposed on top of the roof. Ms. Lawton asked how the size of the new King Branch compared to the new Hineston and Glenmora branches. Mr. Tudor said it is about 25 percent larger.

Mr. Walker said the design of the new King Branch doesn't have to be based on the PHS design. Mr. Tudor responded that the previous drafts of the King Branch were unique, but the Board as a whole wasn't pleased and wanted the library design to tie in more with local infrastructure. Mr. Rogge said that given the distance between PHS and the new branch, the building will stand out on its own merit. Mr. Tudor said the new design is all a part of a larger public services concept with the local parks and schools. The new designs feel cohesive with the community.

Ms. Lawton asked if the sides of the building were brick. Mr. Tudor said it is metal, but that can change based on the bids. Ms. Smith asked if it would save money to brick only a portion of the sides of the building. Mr. Tudor said that because the roof starts 10ft above ground, if they do brick it, they might as well brick the whole thing. Mr. Rogge commented that this design creates a high ceiling feeling all the way through the vestibule, not just at the front door.

Attorney Ingrid Johnson asked if she could speak. She informed the board that she was the President of the PHS Alumni Association and also someone who sponsors a youth group. It is important to them that the branch reference front façade of PHS. Her concern was the same one she voiced at the community meeting. Her issue is with the design of the floor plan. Because of all the schools in this area, it is expected that this new King Branch may have many more students coming in, usually without an adult chaperone. Her group doesn't want them hushed so much in the main area and want to make sure there are enough available study rooms for them to be able to talk in groups.

Mr. Rogge said the meeting room itself would be available for use as a study room because there won't be meetings all of the time. Beyond that, it's a matter of economics. If we put any more enclosed study rooms into the design, it would require more square footage.

Ms. Johnson responded that when compared to Westside Regional Library, there are more small-group rooms and less foot traffic. They are concerned that the librarians would have to be hushing them all of the time. Mr. Rogge said the primary area where there is a lot of talking is the computer area. Otherwise, he felt that the staff does good job making customers comfortable.

After discussion, the board agreed to put in a full length partition divider so that the meeting room could be split in two, with an exit on each side, as these dividers allow for better sound blockage.

Ms. Ayres suggested reducing the size of the group study room, because the study rooms at Westside Regional with a table and four chairs are smaller than the proposed study room at the new King Branch. She suggested one group study room with a table and four chairs, and second one with a counter for two people by moving the drive-through down a bit to make room.

Ms. Smith said we are looking for at least four study groups going at the same time. Ms. Johnson suggested a group study room for people, and one smaller study room for 2 people, and then a divider in the conference room.

Mr. Tudor said that moving the drive through down to create space for a second study room would keep it further out of the line of sight of the circulation desk. Mr. Rogge said he didn't think there would be a problem moving the book drop down to make room for a smaller study room. Mr. Tudor added that the drive-through pick-up is more important to be in the line of sight of the circulation staff than the book drop is. Mr. Rogge said there are a number of options to solve the line-of-sight issue. We can use a rolling cart instead of permanent shelving for the book drop.

Dr. Barber asked what types of windows were in the design. Mr. Tudor said they are clerestory windows.

Mr. Rogge asked for and received a consensus about a divider in the meeting room and subdividing the study room into two. All said they liked the slopped roof better than the flat roof.

Ms. Jordon asked Ms. Johnson if the consensus took into considerations the concerns that she had. Ms. Johnson said yes. Ms. McMahon said we want the King Branch to be all brick. Mr. Rogge said we will have that in the bids and we will know exactly what it will cost, but we have to keep in mind the other projects that are coming up.

Ms. Smith asked for a motion to approve design A105 with the understanding that Mr. Tudor will work on the four study rooms. Mr. Rechs moved to accept, and Ms. McMahon seconded it. The Board voted and all agreed.

Ms. Smith said we need a motion to start the bidding process for construction on the new King Branch. Ms. Lawton moved to ask the Police Jury to allow bids for a building. Ms. McMahon seconded. The Board voted and all agreed. Mr. Rogge said they will need a little time to finalize the drawings. Mr. Tudor said they will also need time to work on the mechanical designs, and would like to advertise soon afterward.

## **New Business**

Mr. Rogge informed the Board that the library will not be using any of the old King Branch furniture, as the majority is not up to date. He proposed offering the entire group of shelving and furniture for bid. If no one bids, then it can be declared scrap and disposed of. It is not necessary to take this to the Police Jury. Ms. Barber asked if they could give the furniture to another library. Mr. Rogge said, no, the rules have changed and the furniture cannot be given away. Ms. Smith asked for a motion to get bids or call the furniture surplus. Ms. Jordan and Ms. McMahon seconded. The Board voted, and all agreed.

Lastly, Mr. Rogge informed the Board that the staff has started planning the ground breaking ceremony for the new King Branch. He recommended a suggestion by Mrs. Ayres that instead of a traditional groundbreaking ceremony, we have a dedication service at True Vine Missionary Baptist Church or at the community center. He reminded the Board that we were almost rained out at our Westside Regional groundbreaking ceremony. The same group would be invited whether the ceremony is indoors or outdoors. We just wouldn't do the shovel in the ground part of the ceremony, but we would celebrate from a comfortable setting inside.

Ms. Lawton suggested an inside dedication ceremony with a photo outside with shovels afterward. Ms. Johnson said it would be good for public relations to have a ceremony out in the open. Mr. Rogge said the ceremony would be open to the public regardless. Mr. Rechts said if it's going to be 100 degrees outside, air conditioning would be better. Mr. Tudor said it would be good to be in the air conditioner for the speeches, and then we could still walk over for a two minute photo outside with the shovel. Mr. Rogge reminded the Board that the ceremony would be a multi-governmental, inter-agency process. There will be a lot of people speaking and that time will add up. Ms. Smith suggested the Board table the groundbreaking ceremony issue.

Ms. McMahon had an additional question. She asked Mr. Rogge if it was ethical for him to put together the search committee for his replacement once he retires next year. Mr. Rogge explained that Library Directors are usually involved in research and re-writing the job description, and weeding through applicants. The Board of Control would actually do the hiring,

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

Ms. Smith thanked everyone for attending the Special Meeting. The meeting was adjourned at 4:30 p.m.

Respectfully submitted by

Steve Rogge  
Secretary

Susie Smith  
President