

ST. CHARLES PARISH LIBRARY

Board of Control Meeting

March 15, 2016

6:00 p.m.

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00 p.m., Tuesday, March 15, 2016, in Council Chambers at the courthouse in Hahnville.

Members present: Celeste Uzee, Tammy Windmann, Robert Faucheux, Glenn Gros, and Terrell Wilson.

Members absent: Ralph DeRoche, Larry LaBorde, and Steve Wilson

Staff present: Leann Benedict, Lauren Pitz, Vicki Nesting, Tammy Chiasson, and Roberta August.

Others: Mr. Billy Woodruff, Councilman, District 4

Mrs. Uzee called the meeting to order and asked for a moment of silent prayer, which was followed by the Pledge of Allegiance.

Mrs. Uzee asked for approval of the minutes of the January 26, 2016 special meeting. Mr. Faucheux moved that the minutes be approved as mailed. Mrs. Windmann seconded the motion, and the motion passed.

The attendance report for board members was completed.

The next agenda item was Public Comment. Councilman Billy Woodruff presented a proposal to partner with the library and the Parks & Recreation department to place playground equipment on the property adjacent to the Paradis Branch. He explained that Paradis is the only community in the Parish that doesn't have a playground. He would like to put playground equipment suitable for children ages 6 and under on the property adjacent to the Paradis Branch Library. He is looking at items such as things that children could crawl through or climb over. They would also put a nice trash receptacle and ensure that the trash was picked up periodically. He also suggested that they could help with the things like spraying the oak tree for caterpillars. Mrs. Uzee expressed her support of the idea. Some additional discussion followed. Councilman Woodruff said he will begin working on what type of equipment that they could possibly put there and will bring a more detailed proposal to the board at a future meeting.

The next agenda item was the Librarian's Report. Mrs. Benedict gave the following report:

“Since our last board meeting, our staff has been quite busy. Valero has donated a model of the Good Hope Train Depot to the Library and they held a dedication of the model at the East Regional Library last Monday. Several community members and parish leaders

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attended and shared their memories of the train depot. We know our patrons will enjoy being able to view the model when visiting the library. I have given each of you a copy of the article about it that appeared in the Herald Guide.

We continue to provide numerous programming opportunities and outreach services to our patrons of all ages and branches have also starting preparations for the summer reading program.

Coming up soon, we will be offering a Folk Art Workshop with Hank Holland (a contemporary folk artist from Lockport), in partnership with the St. Charles Public Schools Foundation, through a grant from the United Way of St. Charles. The four separate workshops for students in grades 4 through 8 will be during Spring Break Week.

Also being held during Spring Break Week is a 3-day workshop for teens called *ZAP! Teens Discover Electricity*. This workshop will be held from 9am – noon on March 28th, 29th and 30th at the East Regional Library for students ages 12-18. Space is limited so pre-registration is required. Registration forms can be printed from our web site or picked up at any branch.

This coming Saturday, the East Regional Library will be hosting its 3rd annual Digital Living Conference from 9:30am – 4pm. This year's conference will focus on digital photography. This is a free event. All are welcome but we do encourage patrons to register by visiting our web site or contacting the East Regional Library staff.

The Library was awarded a \$1,000 grant through the Grow Your NoveList Usage Grant Program. This money will be used to promote the usage of our NoveList database and other readers' advisory services to our staff and community. This will include staff training, displays at our branches, and culminate in a "Book Tasting" event at the end of National Library Week, on Saturday, April 16 at the East Regional Library. I invite you all to attend.

We are in the middle of participating in the Parish "Need to Feed" month. We will be collecting food for fines through the end of March. We will waive up to \$1.00 in overdue fines for each canned good item that patrons donate.

In staffing news, Traci Musso and Dawn Doublet-Lewis joined our staff as part-time circulation assistants at Paradis and St. Rose and we welcome them to our team. I'd like to congratulate Vicki Nesting, Assistant Director, for her review of "The Readers' Advisory Guide to Historical Fiction" which appeared in the Nov/Dec issue of Public Libraries magazine."

The next agenda item was Communications. There was one communication to be discussed. Mrs. Benedict received an e-mail from a patron who regularly uses the West Regional Library for tutoring. The patron initially asked the board to consider extending the hours at the Paradis Branch to accommodate tutors. After corresponding further with Mrs. Benedict the patron made an alternate suggestion that the library consider easing up on the meeting room restrictions at the

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Paradis Branch while West is being renovated. Tutors would still not be allowed to reserve the meeting room in advance in accordance with the meeting room policy but could be allowed to use it if it was available when they arrived and the study room and other tables in the public area were unavailable. Some discussion followed. Mrs. Benedict and the board agreed that easing up on the restrictions of the meeting room policy during the renovation period is reasonable.

The first item of unfinished business taken up was the West Regional renovation status. Mrs. Uzee asked Mrs. Benedict to update the board on the status of the project. Mrs. Benedict informed the board that the council approved the lease of the Perque property for a temporary library at the February 1st Council Meeting and the library took occupancy on March 1st. The council also approved the construction contract with Dynamic Constructors at their March 7th meeting. The West Regional Library was closed to the public on Friday, March 11th and Saturday, March 12th and re-opened in the temporary location yesterday morning, March 14th, at 9am. The moving company that the library hired to pack up the collection, the shelving, and furniture and move it for storage started working yesterday. As of lunch time today they had about 1/3 of the collection already packed. The library anticipates that everything will be moved out of the building by Easter. Tomorrow morning, March 16th, the library has a pre-construction meeting and we anticipate construction beginning the first week of April. Mrs. Benedict thanked all of the library staff who have been involved in preparing for and helping with the move out of the West building and into the temporary location. Some discussion followed.

The next item of unfinished business was the status of the Norco Branch project. Mrs. Uzee asked Mrs. Benedict for an update. Mrs. Benedict informed the board that they are still in the early planning stages and that their next planning meeting is scheduled for the next day. She hopes to have more information to share with the board at the May meeting.

There was no new business to be taken up.

The final agenda item was Public Comment. Mr. Terrell Wilson thanked the library for their partnership with the Killona Community Center. There were no further requests for public comment.

There being no further business, Mrs. Uzee called for a motion to adjourn. Mr. Gros moved that the meeting be adjourned. Mrs. Windmann seconded the motion, and the meeting was adjourned.

APPROVED:

Celeste Uzee, President
St. Charles Parish Library Board

Leann Benedict, Secretary
St. Charles Parish Library Board