

St. Charles Parish Library

Board of Control Meeting

May 21, 2024 at 6:00pm

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00pm, Tuesday, May 21, 2024 in Council Chambers at the Courthouse in Hahnville.

Members Present: Beverly DeLaune, Randy Matherne, Stephanie Mire, Sarah Sacra, Charlene Alexander-Armstrong, Robin Robicheaux, and Holly Fonseca

Members Absent: Annie Harmon

Staff Present: Leann Benedict and Amy Duke

Others: Kristen Plaisance

Mrs. DeLaune called the meeting to order and asked all to stand for a moment of silent prayer followed by the Pledge of Allegiance.

Mrs. DeLaune asked for approval of the minutes of the March 19, 2024 special meeting. Mr. Matherne moved that the minutes be approved as e-mailed. The motion was seconded by Mrs. Armstrong and passed unanimously.

The attendance report for board members was completed.

The next agenda item was Public Comment. Mrs. Reanda Fields-Pierre was scheduled to speak but had not arrived yet.

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

At our last meeting I shared with you that 178 patrons had attended our Taylor Swift program in January, which was a pretty amazing turnout. I also mentioned that we were planning a Bluey Bash for April. Well, our patrons really showed up to celebrate all things Bluey with us on April 26th as 796 patrons attended this special after-hours program at the East Regional Library. I think Bluey was definitely a hit!

Aside from Bluey, and all our regular programming, we have also been finalizing plans for our summer reading program. Programming staff have been visiting local schools to promote the program and event guides should be coming to your mailboxes within the next week. I have given each of you an advanced copy so that you can get a glimpse of some of the amazing programs we have planned for the summer. The summer reading program runs from June 1st to July 31st and, with over 250 programs planned for the

summer, we have something for everyone! The theme for this year is *Adventure Begins at Your Library* and everyone that signs up for the reading challenge will get a sign-up incentive and a *Library Reader Ahead* yard sign. The sign-up incentives this year are a colorful, collapsible frisbee for children, a puzzle cube for teens, and a multitool pen for adults. Patrons who complete at least 360 minutes of reading time, will also receive a completion prize and will be entered into our grand prize drawing. We want to say thank you to the Friends of the St Charles Library who are generously providing the grand prizes again this year! The completion prizes for this year are a Lego coin bank for children, a drawstring bag for teens, and a ceramic camp mug for adults. Patrons can begin signing up for the summer reading challenge now via our website at myscpl.org/summer or through the Beanstack App. Patrons who signed up last year should be able to use their same login from last year. Incentives and prizes will be available starting on June 1st. Brag tags are also back again this year. Each branch has its own uniquely designed brag tag and patrons will be able to collect one from every branch they visit, while supplies last. There is also a special one that patrons will earn when they complete the reading challenge.

Last week we rolled out our new tiered library card system for minors which brings us fully in compliance with Act 436, which was enacted as LA Revised Statute 25:225 last year. I have given each of you one of our informational cards which explains each of the card levels that are now available.

The storms last week unfortunately caused some interruptions in services on Friday. Both Hahnville and the East Regional Library lost power after Thursday evening's storms. Power was restored early in the day in Hahnville, and they were able to open at 11am. Unfortunately, the East Regional Library had lost power in half of the building, including the public area, and it was not restored until late in the afternoon, so they were closed all day Friday. When the power was restored, we discovered that the storm had caused damage to several of the AC units at the East Regional Library. Thankfully the AC units for the main public area were working so we have been able to be open to the public, but staff areas, the children's room, and meeting rooms have been impacted by the AC issues. We brought in fans and have moved staff to other branches while the AC is being fixed. Thanks to the fast work of our Facilities Manager and the parish Risk Manager, we are in the process of getting the repairs done and are hoping to have the AC units fully functioning within the next day or so. They were able to get some of the units fixed this afternoon, so we are already seeing temperatures returning to more normal numbers. I also want to give kudos to our staff who were very patient and understanding while we got the units repaired.

In staffing news, Lily Moore, Violet Kokemor, and Sierra Daigle joined our team as Pages in April. Julia Thibodaux retired from her position as Circulation Supervisor at the Norco Branch with 22 years of service. We wish her all the best in her well-deserved retirement. Congratulations to Rachelle Matherne, who has been promoted to Circulation Supervisor at the Norco Branch. This morning, we welcomed Elizabeth Seal and Kaitlyn Champagne to our team as they began onboarding today. Elizabeth will be a part-time

Circulation Assistant at the West Regional Library and Kaitlyn will be one of our floaters.

Last night I gave the library's annual report to the parish council, and I have given each of you a copy of the presentation, which includes some interesting usage statistics.

Mrs. Benedict then shared some of the usage statistics with the board members.

The next agenda item was Communications. There were no communications.

The first item of unfinished business was the Hahnville Branch Library Project. Mrs. Benedict informed the board that the contract for Grace Hebert Curtis Architects, LLC was approved by the parish council and has been signed. The Library is in the process of scheduling a kick-off meeting. Mrs. Benedict will keep the board informed as they go through the planning process.

The next item of unfinished business was Hurricane Ida Recovery Update. Mrs. Benedict informed the board that the library is still waiting for some punch list items to be completed at the West Regional Library. The Library is also still waiting on insurance reimbursements for the building repairs that have been completed.

The only item of new business was Resolution 24-3, a resolution to designate a records officer. Mrs. Benedict read the resolution. Mrs. Mire made a motion to adopt the resolution. Mrs. Robicheaux seconded the motion and the motion passed unanimously.

The final agenda item was Public Comment. Mrs. Reanda Fields-Pierre had arrived and addressed the board at this time. Mrs. Fields-Pierre explained that she had acquired a building that is 470 feet from the West Regional Library that was being used as a business center and has become an event center. She is interested in turning it into a restaurant and is seeking a waiver from Planning and Zoning for her business to be able to sell alcoholic beverages. The law does not allow businesses to sell alcohol within 500 feet of a public library. She is seeking a letter from the library stating that the library does not object to a waiver being given to her to operate a full-service restaurant that would include the sale of wine and/or mixed alcoholic beverages at that location. She said that she will send some pictures of the building for the board to look at.

There was no further public comment.

There being no further business, Mrs. DeLaune called for a motion to adjourn. Mrs. Armstrong moved that the meeting be adjourned. Mrs. Sacra seconded the motion, and the meeting was adjourned.

APPROVED:

Beverly DeLaune, President
St. Charles Parish Library Board

Leann Benedict, Secretary
St. Charles Parish Library Board