

St. Charles Parish Library

Board of Control Meeting

May 17, 2022 at 6:00pm

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00pm, Tuesday, May 17, 2022 in Council Chambers at the Courthouse in Hahnville.

Members Present: Celeste Uzee, Charlene Alexander-Armstrong, Annie Harmon, and Robin Robicheaux

Members Absent: Beverly DeLaune, Tammy Windmann, Randy Matherne, and Holly Fonseca

Staff Present: Leann Benedict and Amy Duke

Others: None

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

Mrs. Uzee asked for approval of the minutes of the March 15, 2022 meeting. Mrs. Harmon 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. There were no requests for public comment.

Mrs. Uzee welcomed new board member, Mrs. Robin Robicheaux, to the library board of control.

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

This month is Need to Feed Month and the library is once again participating in collecting food items that will be donated to the local Matthew 25:35 Food Pantry in Destrehan. Patrons are encouraged to drop off nonperishable food items to any branch through the end of May. Patrons may also use the food donations towards fees they may have on their account for lost or damaged materials. Each food item donated can be used to waive \$1 worth of fees. Even if patrons don't have fees on their accounts, we encourage them to drop off food donations at their nearest branch.

On May 20th and 21st, the Friends of the Library will hold a book sale in the large meeting room at the East Regional Library from 9am – 5pm.

Preparations for our Summer Reading Program are almost complete, and I am excited to share with you that we received notice last week that the library has been awarded a \$10,000 grant from the Entergy Charitable Foundation for the 2022 Summer Reading Program. The program will run from June 1st to July 31st and the theme this year is *Oceans of Possibilities*. During the months of June and July, patrons are invited to participate in the reading challenge and enjoy our many programs for all ages. Patrons should be receiving the Summer Reading Program Guide in the mail sometime in the next week or so. We have many in-person programs planned and are looking forward to an exciting and busy summer. The Friends of the Library will once again be sponsoring the grand prizes. Anyone who completes and logs at least 360 minutes of reading will receive a completion prize and will be entered into the grand prize drawing. Patrons can go ahead and register now for the summer reading program through the Beanstack app but can't begin logging reading hours until June 1st. More information can be found on our website at www.myscpl.org/summer

Signup Prizes:

- Each family can pick up a “Jawesome Library Reader” yard sign at the kick-off events
- Children: beach ball
- Teens: fidget pen
- Adults: koozie (not in yet)

Completion Prizes:

- Children and teens: bubble pop game
- Adults: insulated bag

We have been selected by the Louisiana Endowment for the Humanities (LEH) to host the *Who Gets to Vote? Conversations on Voting Rights in America* reading and discussion series. We are still working on details, but the program goes from June 1st - October 15th. The format will be similar to the current *Witness to Change* program.

The books selected are:

- *Let My People Vote: My Battle to Restore the Civil Rights of Returning Citizens* by Desmond Meade
- *Vanguard: How Black Women Broke Barriers, Won the Vote, and Insisted on Equality for All* by M. Jones
- *One Person, No Vote: How Voter Suppression Is Destroying Our Democracy* by Carol Anderson
- *The Woman's Hour: The Great Fight to Win the Vote* by Elaine Weiss

In staffing news,

- Ivette Galvez transferred from the East Regional Library to the Paradis Branch as a Part-Time Circulation Assistant with an emphasis in Adult Programming.

- Allie Bennett was promoted to Circulation Supervisor at the East Regional Library
- Donna Jenkins transferred from Custodian at the West Regional Library to the Hahnville Branch as a Full-Time Circulation Assistant with an emphasis on Outreach and Programming.

We also just finished onboarding a group of new part-timers. We are excited to welcome the staff members to our team:

- Colette Swanford as a Part-Time Circulation Assistant at St. Rose
- Cy Jones as a Part-Time Circulation Assistant with emphasis in Teen Programming at Norco
- Heidi Garcia as a Part-Time Circulation Assistant at East
- Nancyjo Allemand as a Part-Time Circulation Assistant at East

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

The first item of unfinished business taken up was the status of the Norco Branch status. Mrs. Benedict informed the board that the parish legal department is still working with the bond company to get the final change order completed so that we can formally close out the project. The parish attorney did get an email from the bond company today and they said they are waiting for a response from the contractor.

The next item of unfinished business was the Hahnville Branch Library project update. Mrs. Benedict informed the board that the demolition of the house on the Hahnville property is complete. They are still working on getting some of the tree stumps and debris from Hurricane Ida removed from the property. Mrs. Benedict also informed the board that she had contacted Maureen Arndt with 720 Design to obtain some preliminary information from her regarding how the library can gather public input on plans for a new Hahnville Branch. She presented the board with the following four methods that could possibly be used:

1. Town Halls – these would be scheduled meetings open to the public. A PowerPoint presentation would be given showing possibilities. Attendees (virtual and in-person) would get to vote on ideas to help set priorities. Image boards could possibly be used as well, and people would vote with “library dollars.”
2. Community Focus Groups – invited library users and non-users would participate in a conversation and presentation for future library services and spaces.
3. Open House – community members could come any time to view image boards and vote with “library dollars.”
4. Online survey – 720 Design would assist the library in developing a survey that community members would fill out to give input on ideas. This would be an online survey and can be hosted by the library or by 720 Design.

After a brief discussion, the board decided that they would like for Mrs. Benedict to obtain a quote from 720 Design on options 3 and 4, the Open House concept and an Online Survey. Mrs.

Benedict stated that she would work on this in hopes of bringing the board a quote for consideration at the July meeting.

The next item of unfinished business was Hurricane Ida Recovery Update. Mrs. Benedict informed the board that they are seeing some progress being made with repairs at the branches.

- Fencing has been replaced at Paradis
- Norco repairs are almost complete. The roof has been replaced, ceiling tiles replaced, and sheetrock and door repairs are done. Repairs to the sign are complete as well.
- Repair work will begin at St. Rose and Hahnville Branches this month (dates are subject to change).
 - Fencing is almost done at St. Rose and the branch is scheduled to be closed to the public from May 23rd through around May 29th for the remaining repairs.
 - The Hahnville Branch is scheduled to be closed to the public beginning May 31st through around June 6th.
- The library is waiting to hear when repairs will begin at East
- The library met with the parish representatives and Murray Architects last week to go over drawings for the West repairs. They are working with the architect to get the drawings completed so that they can then put the project out for bid.
- Regarding content, the insurance company has paid a total of \$528,657.51 towards content losses at the West Regional Library so far.
- Regarding the Louisiana Room content, the most recent update, received on April 20th, was that the documents had been moved from Delaware to an overflow facility in Pittsburg with an expected return date of mid-June. Mrs. Benedict was told they have 90,000 cubic feet of documents to process and ours are just a small part. What is normally a slow and painstaking process has been exacerbated by the extreme volume and labor shortages.

The first item of new business was Resolution 22-2 – Designation of a Records Officer. Mrs. Uzee read the resolution. Mrs. Armstrong moved that the resolution be approved, and Mrs. Harmon seconded the motion. The motion passed unanimously.

The final agenda item was Public Comment. There was no public comment.

There being no further business, Mrs. Uzee called for a motion to adjourn. Mrs. Harmon moved that the meeting be adjourned. Mrs. Robicheaux 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