

ST. CHARLES PARISH LIBRARY

Board of Control Meeting

January 21, 2014

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, January 21, 2014, in the large meeting room at the West Regional Library in Luling.

Members present: Robert Faucheux, Ralph DeRoche, Celeste Uzee and Jarvis Lewis.

Members absent: Jeff Berger and Terrell Wilson.

Staff present: Leann Benedict, Stacie Russell, Tara Lombardi, Julie Cancienne, Lauren Pitz, Kenneth Breaux, Denise Wilson and Tammy Chiasson.

Others: Maureen Arndt, Fritz Embaugh and Joey Murray

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

Mr. Faucheux asked for approval of the minutes of the November 5, 2013 meeting. Mr. DeRoche moved that *the minutes be approved as mailed*. Mrs. Uzee seconded the motion, and the motion passed.

The attendance report for Board members was completed.

The next agenda item was Public Comment. Mr. Joey Murray of Murray Architects had requested to speak. Mr. Murray presented a proposal requesting a letter of no objection from the Library Board of Control for a sewer servitude for the new medical offices being built by the St. Charles Parish Hospital District on the property across from the East Regional Library in Destrehan. Mr. Murray stated that the proposal is to tie into the sewer lift station that is located near the East Regional Library with a gravity line and they would need to cross underneath West Campus Drive, the road leading to the East Regional Library, to do so. Mr. Murray stated that they would never block access to the library during the construction as it will be done in two phases. Mrs. Uzee made a motion to deviate from the agenda to take up the issue of granting the servitude. Mr. DeRoche seconded the motion and the motion passed. Mr. DeRoche made a motion to grant the letter of no objection to the hospital district. Mrs. Uzee seconded the motion and the motion passed. Mrs. Uzee made a motion that to return to the agenda. Mr. DeRoche seconded and the motion passed.

The next agenda item was the Librarian's Report. Mrs. Benedict shared information about several programs that the library hosted in December. The East Regional Library had an Alexander McCall Smith Advent Calendar window display and an accompanying book display that was created by our East Regional Librarian, Tara Lombardi, and her staff. The display was used to submit an entry for the Alexander McCall Smith Advent Calendar contest which could

**St. Charles Parish Library Board
Minutes, 1/21/14, Page 2**

result in the library winning a visit from the author. St. Rose staff hosted their 2nd annual Santa's Workshop event for all ages. All participants were treated to a live band performance at the event. The band "Untitled" performed a set of songs for the audience. Band members attended the public schools here and are patrons at our library! The band entertained the audience for the first part of the workshop. The second part of the workshop consisted of make and take crafts for all ages, the Christmas picture corner, and face painting. A reading of the book *The Night Before Christmas* was viewed through our Hoopla Digital services. The event ended with the audience joining in for some sing-along- Christmas songs. Total attendance for this event was 65!

Mrs. Benedict also shared information about several programs that have been offered in January. On Saturday, January 18th, the Paradis Branch had a program featuring local author Ingrid Green Adams who spoke about her life as a writer, disability retirement, and her 5 self-published books. The East Regional Library hosted an Affordable Care Information Act session on January 15th for the public. A representative from the St. Charles Community Health Center has also been coming to the East Regional Library on Fridays to assist patrons in signing up for health insurance. In an effort to expand on the STEM (Science Technology, Engineering and Math) programming we've been doing, and to share knowledge with our colleagues, Amy Boling and Marci Saucier (our YA and Children's Librarians) brought in a nationally recognized early childhood science specialist on January 9th to conduct a full-day of hands-on science training that connected to children's literature. Fifty regional librarians, support staff, local teachers and school administrators attended. The positive feedback was overwhelming and indicates a good chance for future collaborations.

Mrs. Benedict also gave all members of the library board in attendance a copy of the *2012 Public Libraries in Louisiana Statistical Report* compiled by the State Library of Louisiana. The Library Board members were informed that they have been e-mailed a link to the Ethics Training for Public Officials 1-hour program which needs to be completed by each member of the Board, and asked that a copy of their certificate of completion be forwarded to her office. On January 22nd Lauren Pitz and Leann Benedict will attend a *Turn the Page* kick-off event at the New Orleans Public Library. Turn the Page is a collaborative effort of public libraries from surrounding parishes to promote literacy and public library programs. Our library will be hosting a Digital Living Conference as part of the program.

The next agenda item was Communications. There were no communications to be taken up.

The first item of old business taken up was the status of the West Regional renovation. The budget for the project has been decreased and so the renovation committee has worked with the design consultants to make adjustments to the design to bring the project in line with the new budget. Mrs. Maureen Arndt and Mr. Fritz Embaugh presented the revised design to the board. Mrs. Uzee made a motion to deviate from the order of the agenda to discuss the Paradis Branch before discussing the West renovation further. Mr. Lewis seconded and the motion passed.

The next item of old business was the Paradis Branch. Mr. Faucheux informed the board that he had met with V.J. St. Pierre, Parish President, before the holidays. Mr. St. Pierre has scheduled a meeting with Mr. Faucheux, Chenevert Architects and Leann Benedict for January 27th to try to facilitate a resolution.

**St. Charles Parish Library Board
Minutes, 1/21/14, Page 3**

The next item of old business was the Norco Branch. A letter was sent to the Norco Civic Association in November to inform that the budget had been reviewed and that it is very tight for 2014 so there are currently no funds available for building a new Norco Branch at this point in time. Mrs. Uzee asked whether it was still possible to pursue land/building donation opportunities as long as the donations did not come with any time contingencies. Mr. DeRoche indicated that he is still looking at possible properties and opportunities for donation.

The next item of business was to return to the West Regional renovation issue. The board decided to hold off on any further discussion of this issue until the March board meeting. No vote was needed.

The first item of new business was the election of Board officers for the 2014 term. Mr. Faucheux declared all positions vacant and asked that Mrs. Benedict assume the chair for the purpose of nomination and election of new officers. Mrs. Benedict assumed the chair. Mr. DeRoche moved that Mr. Faucheux be elected as president for the 2014 term. Mrs. Uzee seconded the motion, and the motion passed. Mr. Jarvis moved that Mrs. Uzee be elected as vice-president for the 2014 term. Mr. DeRoche seconded the motion, and the motion passed. Mr. Faucheux reassumed the chair.

The next item of new business was the Legislative Auditor's "Louisiana Compliance Questionnaire." Each year the parish has to confirm that its agencies are in compliance with this document. The one question pertaining to the library asks if the library is in compliance with the rules and regulations of the State Library of Louisiana.

Mrs. Uzee moved that *the Board adopt the following resolution:*

Resolution Number 14-1

Resolution to certify compliance with "Louisiana Compliance Questionnaire"

Whereas the Louisiana State Legislative Auditor requires local governmental units to certify that they are in compliance with certain rules and regulations as listed in "Louisiana Compliance Questionnaire";

Now, therefore, be it resolved by the St. Charles Parish Library Board of Control in its regular meeting of January 21, 2014 that we have complied with the regulations of the Louisiana State Library for the period beginning January 1, 2013, and ending December 31, 2013.

Mr. Lewis seconded the motion and the motion passed.

The next item of new business was the proposed revision of the Meeting Room Policy. The proposed changes were to add the words "per branch" to the guidelines to clarify the number of meetings per location that can be scheduled each month by any group in the library's public meeting rooms. The second change was to remove the words "religious services" from the

**St. Charles Parish Library Board
Minutes, 1/21/14, Page 4**

sentence that discusses prohibited uses of the meeting room. Mr. Lewis made a motion to accept the changes as proposed. Mrs. Uzee seconded the motion and the motion passes.

The final agenda item was Public Comment. Mr. Faucheux thanked Mrs. Uzee and Mr. Lewis for their time and effort in screening candidates and coordinating the interviews for the Library Director position.

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

APPROVED:

Robert Faucheux, President
St. Charles Parish Library Board

Leann Benedict, Secretary
St. Charles Parish Library Board