

ST. CHARLES PARISH LIBRARY

Board of Control Meeting

May 16, 2017

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, May 16, 2017, in Council Chambers at the courthouse in Hahnville.

Members present: Celeste Uzee, Tammy Windmann, Charlene Alexander-Armstrong, Glenn Gros, Gary M. Matherne, Sr., and Terrell Wilson.

Members absent: Deborah Raziano and Steve Wilson

Staff present: Leann Benedict, Tammy Chiasson, Denise Wilson, Lauren Pitz, and Jessica Delgado.

Others: Marie Matherne

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

Mrs. Uzee asked for approval of the minutes of the January 17, 2017 meeting. Mr. Gros moved that the minutes be approved as mailed. Mrs. Windmann seconded the motion, and the motion passed unanimously.

The attendance report for board members was completed.

The next agenda item was Public Comment. There were no requests for public comment.

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

"The past several months have been quite busy with the reopening of the West Regional Library and preparing for our annual summer reading program.

Our Teen Services staff have been doing some exciting things! They held a four-part #Adulting series for ages 14 & up in March and April. Experts from the community led hands-on workshops in cooking, social interaction, mending clothing, and car maintenance.

Taylor Sardegna and the teen services staff presented "Tech Con 1.0," a technology open house for all ages, on Saturday, April 29th at the East Regional Library. 80 patrons of all ages attended, full of questions and enthusiasm. Patrons got to learn about 3D printing, use a vinyl cutter, learn about Internet safety at the "Instagram" photo booth, work with LittleBits electronics and mini robots, play coding games, make business cards

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and other publications online, and also made low-tech pixel art with perler beads. This was a wonderful event and one we plan to repeat in the future.

In addition to our regular programming, we have also had some interesting adult, family, and outreach programs recently.

Technology and Education Librarian Stacie Russel presented a “Cutting the Cable Cord” workshop on January 21 to over 70 attendees. She provided information about alternatives to cable television.

Our third annual Harry Potter Book Night, held February 2, drew over 100 wizards, witches, and muggles to meet the professors of Hogwarts. This annual event is always a big hit with our patrons and our staff truly did an outstanding job this year.

The East Regional Library hosted a Black History Month performance in February featuring the choir and musicians of the Rising Star Baptist Church of LaPlace. “Songs for the Journey” focused on the rich history of African-American culture and how singing played a part in their survival and well-being.

Hahnville Branch Supervisor Jessy Frickey started a monthly outreach to the ARC of St. Charles’ severely profound members in February. She is reading stories to them and doing activities about current events and upcoming holidays.

The Hahnville Branch is also working on starting a new community garden. I look forward to sharing more about that with you as it develops.

Our third session of the Beyond the History Book Lectures with Destrehan Plantation started in March with a lecture by Patrick McCarty of the Irish Cultural Museum of New Orleans.

Local jazz fusion band CoolNasty performed to a crowd at the East Regional Library last month, thanks to a partnership with the St. Charles Public Schools Foundation through a grant from the United Way of St. Charles.

All of our branches are gearing up for our 2017 Summer Reading Program, which will run from May 25th – July 31st. The theme this year is Build a Better World and we have over 250 programs scheduled for patrons of all ages, including thematic programs centered around building, recycling, and creating. The summer reading event guide has been mailed out to every household in the parish. We have a summer reading program for patrons of every age. Our children’s program is for children’s age 0-12, the teen program is for ages 12-18 and the adult program is for ages 18 and up. Patrons can sign up for the program starting May 25th by visiting their local branch or by going to our website at www.myscpl.org/summer and signing up using the Wandoo Reader program, which they will also use to keep track of and log their reading time. Once they have read for 360 minutes they will receive a completion prize and will be entered into a grand prize drawing for their age group. We will also have weekly prize drawings for children and teens. Children

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and teens who read beyond 360 minutes can earn an extra chance to win weekly and grand prize drawings for every additional 30 minutes of reading. We would like to thank the Friends of the Library for sponsoring the grand prizes this year!

The St. Rose Branch is going to be a Second Harvest feeding site this summer. Children up to age 18 will be able to get a snack pack provided by Second Harvest each afternoon at St. Rose. All children in the community are eligible to receive a snack from the feeding program. Joyce LoCoco, St. Rose Circulation Supervisor, is in the process of receiving training from Second Harvest.

The library was awarded \$600 from the St. Charles Women's Club to offer pop-up libraries around the parish beginning in the fall.

In staffing news, Vicki Nesting was selected to do the "Peer Picks" column in the Thorndike Large Print Catalog for the first quarter of 2017. In it, she wrote about trends, best practices in public libraries, and recommended titles such as *The Bear and the Nightingale* by Katherine Arden, *Truevine* by Beth Macy, *Home Sweet Home* by April Smith, *The Dry* by Jane Harper, *Girl in Disguise* by Greer Macallister, and *The Second Mrs. Hockaday* by Susan Rivers. In addition, Vicki has been appointed to serve on National Media Market's inaugural Best-In-Show Jury.

Katy Hepner, Children's Librarian, recently accepted a 1 year appointment on the Local Arrangements Committee for the Association for Library Service to Children (ALSC) to help plan for the 2018 American Library Association Annual Conference in New Orleans.

Denise Wilson, Roberta August, Katy Hepner, Eva Fiffie, Vicki Nesting and I attended the Louisiana Library Association Conference March 8-9 in Lafayette. Eva, Circulation Supervisor at East, and I were on a panel speaking about the Library Support Staff Certification Program. Eva is one of three of our supervisors who have completed the LSSC program and we have two more who will be finishing it this spring. Vicki Nesting organized and facilitated a Book Buzz program at the conference and helped bring in the speaker for the Public/Trustee Luncheon, author Greer Macallister.

Two new part-time circulation assistants have been hired and have started working at the St. Rose Branch. Ashley Hebert and Katherine Landry both joined the St. Rose team on March 1st and, in addition to their circulation duties, will be doing children's programming. Heather Butera has been promoted to full-time circulation assistant at the Paradis Branch Library. We are currently in the process of hiring for a part-time circulation assistant at Paradis."

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

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 gave the following report:

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“I am happy to say that the West Regional Library re-opened to the public on Monday, February 20th, as scheduled. Due to contractor delays the planetarium was not quite ready to open with the library but the planetarium did finally open on Saturday, March 4th. The contractor is currently working on trying to finish up punch list items. We unfortunately have had a few roof leaks with the most recent rains and we are working with the contractor and architect to get those taken care of.

Patrons have been very excited about the re-opening and have been very complimentary of the renovated library. I have to give kudos to all of our staff who worked tirelessly to get the library ready to open. All of the West Regional Library staff as well as our Facilities Maintenance team, our Computer Services team, our Technical Services team, and our librarians and administrative staff truly went above and beyond to ensure that the branch was ready for our patrons on opening day!

The grand re-opening dedication and ribbon-cutting celebration was held on Friday, April 7th at 3pm. Library Board President Celeste Uzee, Parish President Larry Cochrane, and Councilwoman Julia Fisher-Perrier said a few words at the ceremony. 52 people attended. After the ribbon cutting, the library staff offered tours, a planetarium show, and light refreshments. The celebration continued on Saturday, April 8th from 10am – 1pm with planetarium shows, exhibits, 3D printer demonstrations, crafts, a storywalk and more. 50 adults and 72 children attended Saturday’s festivities.”

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 we are still in the process of finalizing plans and bid documents. The architect plans to have the bid set to us for final review by the end of the month or early next month at the latest. They will send us the drawings and specs at that time for any comments/dates/etc. needed and then once those are reviewed and approved we should be ready to advertise for bid.

The first item of new business was Resolution 17-2, the annual designation of the records officer. Mrs. Uzee read the following resolution:

Resolution Number 17-2

Resolution to designate a records officer

Whereas Louisiana R.S. 44:411 requires that the Chief Executive Officer of each agency shall designate a records officer to act as liaison between the Division of Archives, Records Management and History, and the agency on all matters related to records management;

Now, therefore, be it resolved by the St. Charles Parish Library Board of Control in its regular meeting of May 16, 2017 that the Library Director be designated as the records officer for the St. Charles Parish Library.

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Mrs. Windmann made a motion to adopt the resolution. Mr. Gros seconded the motion and the motion passed unanimously.

The final agenda item was Public Comment. There were no 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