

St. Charles Parish Library

Board of Control Meeting

July 16, 2019 at 6:00pm

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00pm, Tuesday, July 16, 2019 in Council Chambers at the Courthouse in Hahnville.

Members Present: Celeste Uzee, Deborah Raziano, Lori Lyons, Charlene Alexander-Armstrong, Beverly DeLaune, Glenn Gros, and Terrell Wilson

Members Absent: Tammy Windmann

Staff Present: Leann Benedict, Lauren Pitz, and Jessica Pattison

Others: Vicki Nesting

Mrs. Uzee called the meeting to order and asked Mrs. Raziano to lead the Pledge of Allegiance. This was followed by a moment of silence.

Mrs. Uzee asked for approval of the minutes of the May 21, 2019 meeting. Mrs. DeLaune moved that the minutes be approved as e-mailed and the motion was seconded by Mrs. Lyons. 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:

All of our branches have been very busy this summer! We opened the doors to the new Norco Branch on May 23rd, the first day of our summer reading program, and we have been receiving wonderful feedback from the community about the new branch. All six of our branches have been offering multiple programs each week for patrons of every age. In total, we hosted 212 programs between May 23rd and June 30th, with over 4700 people in attendance.

Some highlights from the summer include the 9th annual teen lock-in that was held at the East Regional Library on June 8th. Goosebumps was the theme and 67 teens ranging in age from 12-17 had a fun-filled night at the library.

The library hosted our 2nd annual Comic-Con on July 6th at the East Regional Library. 235 patrons attended the 4-hour event, which included an Artists Alley, where several

local comic artists, authors, and creators featured their artwork and items; photo ops; and a “Make a Mini Comic workshop”. Everyone enjoyed seeing featured guests in full costume walking around the library.

Other programs held this summer included our annual Robotics workshop, taught by the Destrehan robotics club, laser tag, numerous craft programs, escape rooms, writing workshops, and musical guest performers.

In addition to our summer programs, each summer our patrons of all ages are challenged to read at least 360 minutes over the summer. Once they complete their 360 minutes, they receive a completion prize and are also entered into the drawing for one of our grand prizes, which is sponsored by the Friends of the Library. To date we have 2,273 patrons signed up for the program and 369 adults, 57 teens, and 810 children, for a total of 1,236 patrons, have already completed the program. With just two weeks left of the challenge, we encourage all of our patrons to keep reading and recording those minutes, and to visit their local branch when they are done to pick up their prize. It’s also not too late to sign up. Just go to our website at myscpl.org/summer!

Just as a reminder, our completion prizes this year include a drawstring bag for our kids, an insulated cup for our teens, and a very cool insulated tote for our adults. Patrons will also be entered into our grand prize drawing.

In staffing news, Alexander Peebles and Toya Townsend joined our team as part-time Circulation Assistants, Alex will be working at the East Regional Library and Toya will be at the St. Rose Branch. Aimee Savoy joined the West Regional Library as a full-time circulation assistant, and Melody Caronna is our new page at the East Regional Library. We are very happy to have all 4 of them on our team.

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. Mrs. Benedict informed the board that the new Norco Branch opened to the public on Thursday, May 23rd, just in time for our summer reading program. They held their summer reading kick-off event on Friday, May 24th and 218 patrons came to visit the new branch that day. Since opening, they have remained busy with a total of 1,256 visits to the branch in June. This is almost double the number of visitors they had in June of last year. While the branch is open, we have not yet been able to close out the project as the contractor still has a long list of punch list items to finish. We have also received notices from some subcontractors who have filed liens on the project for nonpayment by the contractor. The parish attorney is aware of the situation. We are still working on scheduling a grand opening. Councilman Wilson asked Mrs. Benedict to thank the library staff, especially the maintenance team, for their hard work on this project.

The second item of unfinished business was the Norco Branch hours. Mrs. Benedict informed the board that, after much consideration, it is recommended that the Norco Branch hours be changed to match the St. Rose and Paradis hours, which are 10-8 on Mondays, 10-6 Tuesday through

Thursday, 9-5 on Mondays and 10-2 on Saturdays. The library will need to hire an additional full-time circulation assistant before the change can be made. The library would like to get the staffing in place and, if scheduling works out, to do the grand opening/dedication ceremony on the first Saturday that the library opens for the new hours. Some discussion followed. Mrs. Raziano motioned that the board approve the new hours as proposed and it was seconded by Mrs. Armstrong. The motion passed unanimously.

The next item of unfinished business was possible future plans for the Hahnville Branch Library. There was no discussion at this time.

The next item of unfinished business was the St. Charles Museum & Historical Association website proposal. At the previous board meeting, the Historical Association came before the board to ask that the library take over ownership of their website. Mrs. Benedict gave a brief explanation of the proposal and explained that the Memorandum of Understanding presented at the previous board is still being revised and finalized and asked the board for their support and authorization to sign the Memorandum of Understanding once it is finalized. Some discussion followed. Mr. Gros made a motion to support Mrs. Benedict's proposal and Mrs. DeLaune seconded it. The motion passed unanimously.

The next item of unfinished business was the German Coast Farmer's Market proposal. At the previous library board meeting, a member of the Farmer's Market came before the board and explained that they have entered into an agreement with the Destrehan Plantation to build a pavilion on the plantation's property that is adjacent to library property. When they build the pavilion, they are interested in building a sidewalk between the pavilion and the library property and would like to allow visitors to the Farmer's Market to park in the library's parking lot and utilize the library's public restrooms. Mrs. Benedict explained that she and her staff are open to this idea and asked for approval from the library board to enter into discussions with the Farmer's Market as they begin planning for this. Some discussion followed. Mrs. Benedict indicated that she would consult with the legal department once discussions started in order to address liability concerns and any formal agreement will be brought before the library board for final approval. Mrs. Lyons made a motion that the board authorize Mrs. Benedict to move forward with discussions about this matter with the German Coast Farmer's Market and Mrs. Armstrong seconded it. The motion passed with Mrs. Uzee abstaining.

The next agenda item was New Business. There was no new business.

Councilman Wilson asked if the Library is using the old Norco Branch Library building to hold furniture waiting to be auctioned. Mrs. Benedict explained that the old furniture had already been auctioned. The lease on the building ended on June 14th and the building was turned back over to the owners.

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. Mrs. Raziano moved that the meeting be adjourned. Mrs. Lyons 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