

St. Charles Parish Library

Board of Control Meeting
September 17, 2019 at 6:00pm

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00pm, Tuesday, September 17, 2019 in Council Chambers at the Courthouse in Hahnville.

Members Present: Celeste Uzee, Tammy Windmann, Lori Lyons, Beverly DeLaune, and Randy Matherne

Members Absent: Deborah Raziano and Charlene Alexander-Armstrong

Staff Present: Leann Benedict, Tammy Chiasson, Lauren Pitz, and Amy Duke

Others: Rodney Woods, Joycelyn LeBeauf, Fallon Stipe, Barbara J. White, Flo R. Brumfield, Lillian August, Brandon Isaac, and Christine Alexander.

Mrs. Uzee called the meeting to order and asked for a moment of silence followed by the Pledge of Allegiance.

Mrs. Uzee asked for approval of the minutes of the July 16, 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. Mr. Rodney Woods, a representative of the Killona Civic Association had asked to speak. He expressed an interest in more library services for the Killona community.

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

We have completed another successful summer reading program. A total of 2,326 patrons signed up for the program and 1,409 completed the challenge of reading for at least 360 minutes. Children and teen completions were down slightly from last year, but adult completions increased, which brought our overall completion total slightly higher than last year.

Almost 400 programs and outreach events were held over the summer with 8,000 patrons attending. Program attendance increased slightly from last year, about 2.5% higher. I've given each of you a handout showing the numbers for this year with two charts showing comparisons from previous years.

The last 2 months have been busy as we wrapped up our summer reading program and began with back to school outreaches. Our staff has visited almost every school in the parish in the last month and has also continued their outreach programs with the community centers, senior centers, and the ARC.

In staffing news, we have begun a search for a new Children's Librarian. Katy Hepner has taken a position with the New Orleans Public Library and we wish her well in her new endeavor. We have also had several internal staffing changes. Candee Rozycki, full-time circulation assistant, has transferred from the East Regional Library to the Norco Branch where she will be responsible for children's programming. Natalie Ortiz, part-time circulation assistant, has transferred from the West Regional Library to the Norco Branch. Angela Hicks, who is currently a bookmobile assistant, will be transferring to the East Regional Library as a circulation assistant in the children's room. Joyce LoCoco will be transferring from the St. Rose Branch to the Bookmobile as a bookmobile assistant, and Eva Fiffie will be transferring from the East Regional Library to the St. Rose Branch as the circulation supervisor. I am also pleased to announce that Lauren Pitz has been promoted to Assistant Director. She now oversees all programming, outreach, public relations, and marketing. We are very proud of her accomplishments and I am excited to see her grow more in her administrative responsibilities.

The next agenda item was Communications. An e-mail was shared from a patron, Mrs. Melissa Madere, thanking the library for the new extended hours at the Norco Branch.

The first item of unfinished business taken up was the status of the Norco Branch. Mrs. Uzee asked Mrs. Benedict for an update on Norco. As far as construction and punch list items go, there is not much to report. There are still a number of punch list items to be completed. We are working with the parish attorney to have the project turned over to the bond company. On a positive note, the Norco dedication ceremony was held on Saturday, September 14th at 10am. We had about 65 people in attendance, with a total of 78 visits to the branch on their first Saturday being open. Everyone in attendance had very nice things to say about the new library. Mrs. Uzee asked if the punch list items affected the library's ability to be open to the public and Mrs. Benedict confirmed that they did not.

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

The next agenda item was New Business. The only new business was the annual evaluation of the Director. Mrs. Lyons moved that the board go into executive session for the purpose of the annual evaluation of the Director and Mrs. Windmann seconded the motion. The motion passed unanimously.

Following the evaluation, Mrs. Windmann moved that the board end the executive session and Mrs. DeLaune seconded the motion. The motion passed unanimously.

The final agenda item was Public Comment. The following community members addressed the board to express interest in additional library services for the Killona community: Fallon Stype, Aleshia J. Smith, Florence Brumfield, Brandon Isaac, Christine Alexander, and Rodney Woods.

There being no further business, Mrs. Uzee called for a motion to adjourn. Mrs. DeLaune 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