

The regular meeting of the Lafayette Public Library Board of Control was called to order by President Jean Kreamer at 5:00 p.m. on November 16, 2009 in the Main Library Meeting Room. Board members present were Bennett Bernard, Andrew Duhon, Susan Hamilton, Vanessa Hill, Kay Theunissen and Mark Tullos. Staff members present were Ms. Sona J. Dombourian, Library Director, Teresa Elberson, Library Administrator, Larry Gass, Maintenance Supervisor and Lisa Breaux, Director's Executive Secretary. Board member Trista Badeaux was unable to attend.

APPROVAL OF MINUTES

Kay Theunissen moved to accept the minutes of the October 19, 2009 meeting. The motion was seconded by Andrew Duhon and all were in favor.

The agenda order was revised to conduct discussion of the library construction projects.

NEW BUSINESS

LIBRARY CONSTRUCTION PROJECTS

Ms. Dombourian distributed a narrative outline and a spreadsheet on the status of the library building program budget and timeline (attached). Ms. Dombourian also provided an update on the status of all library building projects. The Main Library is in progress, property for the East Regional Library has been determined, the property search for West Regional is in preliminary stages, and both North Regional and South Regional are complete with the exception of punch list items, pending shelving components and pending HVAC issues at North Regional.

Ms. Dombourian also presented for discussion the feasibility of re-allocating most of the monies remaining for South, North, and West in the 2005 GOB fund towards the East Regional Library project, now that property has been found.

The upcoming 2010 bond sale is scheduled to include additional monies for East and West, as well as the rest of the Main Library funding. The re-allocations would allow planning for the East Regional project to proceed in 2010 and be bid once it is ready (estimated early 2011), effectively moving it up in the schedule by at least 12 months.

Discussion was also held on the timetable for the West Regional library project. The search for property will continue with minimal funding to cover publication expenses should the desired target area be identified and refined within the next 12 months and an RFP be issued. The consensus was that funding for West property, as well as for the future automation project could be advanced from Fund Balance with Council approval if necessary. The timetable for West remains unchanged with construction anticipated to begin in 2012/13. Monies towards this could be designated in the library's existing fund balance.

After discussion, Bennett Bernard moved to proceed with requesting Council approval allowing the East Regional Library project to advance by re-allocating the majority of the remaining monies from the 2005 GOB fund and by re-allocating the planned 2010 GOB sale for Main and East. In addition, the Council would be asked to earmark monies in the Fund Balance for West Regional property and for the automation project if funding is needed before the planned 2012 GOB sale. The actual amounts would be determined after discussion with Becky Lalumia, LCG's CFO. The motion was seconded by Mark Tullos and all were in favor.

LIBRARY DIRECTOR'S REPORT

The director's report and financial statements were distributed. Ms. Dombourian reported that circulation statistics have increased. At the end of the fiscal year, there were 136,327 patrons registered with cards, and 58,000 of those patrons have used their card in the last year. There are almost 217,000 titles and 482,000 books, periodicals, DVDs, etc. in library collections. Patrons are using the on-line system to renew materials. Books account for 56% of total circulation, video is 33% of items circulated and audio is 10% of the items circulated.

CONSTRUCTION REPORTS

The construction was distributed with the director's report.

BOARD SUB-COMMITTEE REPORTS

There were no sub-committee reports.

OLD BUSINESS

There was no old business.

The bylaws of the Library Board of Control were distributed. Dr. Kreamer requested volunteers to review the bylaws and provide recommendations for revisions to the board. Mark Tullos, Kay Theunissen and Dr. Kreamer will serve on the committee to review the bylaws.

ANNOUNCEMENTS

The annual full staff meeting will be held on Thursday, December 3, 2009 from 8 a.m. until 1 p.m. at the South Regional Library All library locations will open at 1 p.m. Library board members are invited to join the staff for the annual holiday luncheon at 11:30 a.m.

Ms. Dombourian noted that Mrs. Hamilton's board term expiration will be advertised at the council meeting scheduled for November 17, 2009. If anyone is interested in applying, they should contact the Council Clerk Norma Dugas.

Vanessa Hill was presented with a book plated in her honor to recognize her service to the library as board president in 2008-09. The book is entitled *Off the Tourists Trail – 1,000 Unexpected Travel Alternatives*.

COMMENTS FROM THE PUBLIC

There were no comments from the public.

ADJOURNMENT

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully Submitted,

Sona J. Dombourian, Secretary