

St. Tammany Parish Library
Board of Control Meeting
May 24, 2016
6:30 p.m.
Causeway Branch Library
3457 Highway 190
Mandeville, LA

The meeting was called to order by Dr. Argiro Morgan, President. Director Donald Westmoreland called the roll and declared that a quorum was present.

Present: Dr. Argiro Morgan, Silvia Muller, Mary Reneau, Becky Taylor

Absent: Bill Allin, John Danjean, Barbara Morgan

1. Approval of the minutes of the meeting of the Library Board of Control which was held on April 26, 2016

The minutes of this meeting were reviewed. Dr. Morgan asked that the following be added under Item 2B – programs honoring Leah Chase **at Madisonville**. M. Reneau asked that a period be placed after President and the word **and** be omitted in the first sentence of the minutes. A motion was made by M. Reneau and seconded by B. Taylor to approve the minutes with these two corrections. The motion carried.

2. New Business
 - A. Financial

Westmoreland reviewed the financial report for the period ending April 30, 2016. He noted that cash on hand at this point totaled \$10,270,928.29 and revenue collected to date was 33.00% or 1/3 of the expected revenue for the year. Expenditures for the same period totaled 30.61%. Kelly told the LBOC that line items such as patron cards (82.76%), Polaris Maintenance (97.97%) and microfilm (108.04%) had higher expenses because payments were made near the beginning of the year and there would be no additional expenses in these lines. Brent said that he was currently working on hiring and training staff for the South Slidell Branch. The hours for this new branch would be Monday – Thursday from 9:00 a.m. to 8:00 p.m. and Friday and Saturday from 9:00 a.m. to 5:00 p.m. Westmoreland told the LBOC that the salary line was 27.40% which was lower than expected since salaries were not paid for the South Slidell staff from January through April, 2016. Following this review of the financial report, a motion was made by B. Taylor and seconded by M. Reneau to approve the financial report as presented. The motion carried.

Kelly then reviewed the Capital Accounts Activity Summary. She said the total funding was \$1,620,094.28 of which \$500,000 was budgeted for the South Slidell Branch. The amount encumbered was \$403,361.81 and a payment of \$40,603.20 paid out to date leaving a balance of \$56,034.99 to cover any change orders. She said we were still under budget at this point and no

substantial delays were expected. A motion was made by M. Reneau and seconded by S. Muller to accept this report as presented. The motion carried.

B. Director's Report

Westmoreland reviewed the report dated May 24, 2016 which included updates on facilities, attendance at Friends of the Library meetings and Foundation meetings, marketing and outreach, personnel changes, professional involvement and programming. Highlights included the hiring of a new Children's Librarian, LaQuana Burks, at the Covington Branch and a Library Olympics held at the Madisonville Branch to kick off the Summer Reading Program. Special guests included Parish President, Pat Brister, Mayor Peter Gitz, Parish Councilwoman Maureen O'Brien and School Board member Sharon Drucker. He noted that another Library Olympics would be held on Saturday, May 28 at the Slidell Branch Library.

C. Update on South Slidell Branch

Westmoreland said they had done a walk through at the South Slidell location. He said the walls were up and there would be 20 computers available for the public. The contractor was currently working on bathrooms and the staff work area.

D. Summer Reading Program – 2016 Update

Tanya Dimaggio reported on the theme: On Your Mark, Get Set, Read and told the LBOC about special guest performers such as the Metro Pelican Opera, Calliope Puppets, Frank Levy, Phil Melancon, karate demonstrations, healthy cooking classes, creative movement and jazzercise. Jennifer Rifino then told the LBOC about the plans for teens for summer with the theme: Get in the Game. Activities include fitness, sports, and gaming. There is new software to register online and she has partnered with two area hospitals to offer babysitting workshops. Jillian Boudreaux told the LBOC about the first ever reading challenge for adults with the theme: Exercise Your Mind – Read. She has over 270 adults signed up for programs including yoga, dance, and hula hooping.

E. Capital Projects

Westmoreland asked Board members to consider other capital projects such as renovations to the Covington Branch. He said when we signed the lease/purchase agreement on the South Slidell Branch it was hoped that at some point we would be able to buy the building. We are currently paying \$59,274.96 to lease this facility. He asked the Board for authorization to pursue the possibility of doing this. He said an appraisal would have to be done. A motion was made by S.

Muller and seconded by B. Taylor to authorize Westmoreland to proceed with an investigation of the cost of purchasing the South Slidell location. The motion carried.

3. Old Business

A. St. Tammany Parish Library Foundation Update

Dr. Morgan commented on the two major events recently held. The first was the program at the Madisonville Branch honoring Leah Chase. She said it was the best program ever held in St. Tammany with about 200 people attending. The other event was the dedication of the Walker Percy Serenity Circle and Statue which was dedicated on May 12. Approximately 150 people attended the dedication including members of the Percy Family and Judge Steve Ellis. Westmoreland thanked Dr. Morgan for her vision in planning for the Serenity Circle and following through with its actual completion.

There was some discussion about doing something to honor Mayor Gitz before he leaves office on July 1. One suggestion was to name one of the rooms in the library for him or Leah Chase. A motion was made by M. Reneau and seconded by S. Muller to proceed with this. The motion carried. S. Muller asked about partnering with the Maritime Museum during the Wooden Boat Festival and offering classes for boating safety certification.

4. Friends of the Library Reports

There were no reports given.

5. Public Comment

A patron asked about donating a set of 1918 World Book Encyclopedias to the library.

6. Adjournment

There being no further business, a motion was made by M. Reneau and seconded by S. Muller to adjourn. The motion carried.

Mary Reneau, Secretary