

ST. CHARLES PARISH LIBRARY

Board of Control Meeting

March 17, 2015

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, March 17, 2015, in Council Chambers at the Courthouse in Hahnville.

Members present: Robert Fauchaux, Celeste Uzee, Larry LaBorde, Glenn Gros, Steve Wilson and Terrell Wilson

Members absent: Ralph DeRoche and Tammy Windmann

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

Others: None

Mr. Fauchaux called the meeting to order and asked for a moment of silent prayer, which was followed by the Pledge of Allegiance.

Mr. Fauchaux asked for approval of the minutes of the January 26, 2015 special meeting. Mr. Gros moved that the minutes be approved as mailed. Mr. Wilson seconded the motion, and the motion passed with all in favor.

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 couple of months have been filled with many interesting programs at all of our branches.

On February 28th we held our second annual Digital Living Conference. The 40 attendees learned how to use their mobile devices to make life easier and how to use many of the library's free services for downloading eBooks, magazines, movies, music and more.

On February 5th the East Regional Library hosted a Harry Potter Book Night with 85 patrons of all different ages attending.

As I mentioned at our last meeting, Amy Boling and our teen services staff have begun offering a robotics program called *Ready Set Robots!* The program takes place at East twice a month, at West monthly, and at Paradis bi-monthly. So far we have had over 150

St. Charles Parish Library Board
Minutes, 3/17/15, Page 2

participants at these programs. The Hahnville Branch is working on plans to host a robotics program in the Fall for a local homeschool group.

In addition to these programs and our usual lapsit and storytimes, book discussion groups and planetarium shows we have also held programs recently on iPad coding, cupcake bingo, Valentine's Day crafts, maker labs and much more. I encourage you to visit our photo site to see pictures from our programs. You can find the pictures at www.flickr.com/scpl or from our web site if you go to About Us and then Event Photos you will find them.

This month we are hosting a Food for Fines month. We normally hold this in April in conjunction with National Library Week but were approached by a representative from the local Mathew 25:35 Food Bank and Community Services about being a drop-off location for a food drive they were holding as a part of the parish-wide Need-to-Feed initiative being held during March. As a result, we felt that it just made sense for us to move our Food for Fines month as a way of participating in this wonderful initiative. Patrons may bring canned goods to any branch as payment for overdue fines. Each food item is equal to up to \$1.00 in overdue fines.

In celebration of National Library Week, we will host a Spring Showcase at the East Regional Library on Saturday, April 18 from 10am to 2pm. Library staff will show off some of the innovative things that we're doing, including robotics and other STEM programs. The day's events will also include a children's craft, an edible book competition, a visit from the St. Charles Parish Hospital's new ambulance, and I will discuss the library's current activities and future plans. We are also working on plans for some National Library Week events at our other branches so stay tuned to our event calendar and our Facebook page for updates on those.

We have had several staffing changes recently. Two of our long-term employees retired. Connie Robertson who was a full-time circulation assistant at the East Regional Library retired on January 31, 2015 after almost 19 years of service. On February 21st our Norco Branch supervisor Phyllis Smith retired after almost 34 years of service. We were sad to see both of them go but wish them a very happy and well-deserved retirement. Both were recognized by the parish at the March 2nd council meeting. As a result of these two retirements we have had some additional staff changes. Taylor Sardegna was promoted from Part-time circulation assistant to a full-time Circulation Assistant with a focus on adult programming at the East Regional library. Julia Thibodaux was promoted from a full-time circulation assistant to the Norco Branch Supervisor position. Candee Rozycki was promoted from part-time assistant to a full-time circulation assistant with an emphasis on children's services at the East Regional Library. We currently have two part-time assistant positions and one page position vacant that we are working on filling.”

A discussion followed and Lauren Pitz, Public Relations & Adult Programming Librarian, was asked to provide some additional information on the edible book contest. Further discussion was also held regarding the robotics program.

**St. Charles Parish Library Board
Minutes, 3/17/15, Page 3**

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

The first item of old business taken up was the Paradis Branch. Mr. Faucheux asked Mrs. Benedict to give the board an update. Mrs. Benedict informed the board that the children's activity area was professionally cleaned in February and then retested and that the library was given the all-clear to begin using the children's activity room again.

The next item of old business was the status of the proposed purchase of the First National Bank USA property in Norco. Mr. Faucheux asked Mrs. Benedict to give the board an update. Mrs. Benedict informed the board that the inspection of the building has been completed and a survey of the property has been ordered. Once we have the results of the survey we hope to be able to move forward with taking the proposal for purchasing the building to the parish council for approval.

The next item of old business was the West Regional renovation status. Mr. Faucheux asked Mrs. Benedict to give the board an update. Mrs. Benedict informed the board that she has been in contact with Maureen Arndt, the design consultant for the project, and that a meeting has been scheduled for April 1st to begin working on the re-design. Some discussion followed about the project.

The first item of new business was a proposed policy change to the Fines and Fees Guidelines. The proposed change will add the cost of overdue and lost/damaged charges for baskets to the schedule. Mrs. Benedict explained that these baskets are used by the bookmobile for delivering items to the daycares and are often checked out to the daycares with the items. Mr. Wilson moved that the policy change be approved as written. Mrs. Uzee seconded the motion and the motion passed with all in favor.

The next item of new business was a proposed policy change to the Planetarium Program Fees. Mr. Wilson read the proposed policy revision and moved that the policy change be approved as written. Mr. Gros seconded the motion. The motion passed with all in favor.

The final agenda item was Public Comment. Councilman Wilson informed the board that at the council meeting on March 16th, Mr. Ralph DeRoche was re-nominated to serve for another term on the library board. The council will vote on the appointment at their next meeting.

There being no further business, Mr. Faucheux called for a motion to adjourn. Mrs. Uzee moved that the meeting be adjourned. Mr. Gros seconded the motion, and the meeting was adjourned.

APPROVED:

Robert Faucheux, President
St. Charles Parish Library Board

Leann Benedict, Secretary
St. Charles Parish Library Board