

St. Charles Parish Library

Board of Control Meeting

March 19, 2019 at 6:00pm

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00pm, Tuesday, March 19, 2019 in Council Chambers at the Courthouse in Hahnville.

Members Present: Deborah Raziano, Glenn Gros, Beverly DeLaune, Lori Lyons, and Terrell Wilson.

Members Absent: Celeste Uzee, Tammy Windmann, and Charlene Alexander-Armstrong.

Staff Present: Leann Benedict, Tammy Chiasson, Vicki Nesting, Amy Duke, and Lesley Campbell

Others: None

Mrs. Raziano called the meeting to order and asked for a moment of silence and then asked Mrs. DeLaune to lead the Pledge of Allegiance.

Mrs. Raziano asked for approval of the minutes of the January 15, 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:

In addition to our many regular monthly programs, the 5th annual Harry Potter Book Night was held at the East Regional Library on February 7th with a theme of Hogwarts School of Witchcraft and Wizardry. 115 patrons enjoyed this event. In observance of Black History Month, the West Regional Library did a Black History presentation for the ARC on February 15th and on February 27th the East Regional Library hosted a musical program featuring the choir and musicians of the Rising Star Baptist Church from LaPlace. 28 patrons enjoyed the concert.

The Friends of the Library held two meet-n-greet socials at the East and West Regional Libraries in February. These were great opportunities for the Friends to meet patrons and recruit new members. The Friends will be holding their Spring Book Sale on Friday,

April 5th from 9am – 4pm at the BookNook, located next to the Hahnville Branch Library.

The East Regional Library is starting their Prime-Time Family Reading Program tonight. This is a long-running program presented at many libraries throughout the state by the Louisiana Endowment for the Humanities. It is a 6-week program for students in kindergarten through 4th grade and their families. Families attending will share a meal together and then a storyteller will read an award-winning children's book and a discussion leader will guide the group as they question and talk about what they have read. We are very excited to be participating in this program.

I am excited to announce that all library branches, including the bookmobile and planetarium, are now able to accept credit card payments from patrons. This has been a well-received new service by our patrons. Special thanks to our Computer Services and Administrative staff as well as the parish Finance Department for working through the many challenges and logistics to make this possible!

The library will once again be supporting Need to Feed Month in April by partnering with the Second Harvest Food Banks and hosting a Food for Fines Month. Patrons will be able to donate canned good items and we will waive their overdue fines. Each canned good item can cover up to \$1 in fines.

Several staff attended the State Library's All staff day in February where they attended sessions on a wide range of topics including advertising on social medial and protecting patron's privacy. Programming staff have also been busily preparing for summer reading. Performers have been scheduled and program planning is well underway.

In other staffing news, Ivette Galvez and Betsy Bordelon joined our team as part-time circulation assistants at the East Regional Library and Gabe St. Pierre joined our Facilities Maintenance team. Angela Hicks was promoted to full-time Bookmobile Assistant.

At our last board meeting, I announced that Assistant Director Vicki Nesting will be retiring at the end of March. I'd like to take this time to thank Vicki for her 19 years of service to the St. Charles Parish Library system. Vicki was hired as the East Regional Librarian in February 2000 and promoted to Assistant Director in April 2006. Vicki has served on numerous library committees, both locally and nationally and was the recipient of the Louisiana Library Association's Anthony H Benoit Mid-Career Award in 2008. Her dedication to providing superior public library services will be greatly missed by our staff and by me personally. We wish Vicki all the best as she begins her new journey into a well-deserved retirement. Vicki will be recognized by the parish council on April 8th.

With that said, I am excited to announce that Amy Duke has been promoted to the position of Assistant Director. Amy has been with the St. Charles Parish Library since

2007 when she was hired as a part-time youth services assistant. In 2011, after receiving her master's degree in Library and Information Science, Amy was promoted to Teen Services Librarian and we have seen tremendous growth in our teen programming and services under her leadership. I am excited to have Amy serving in this new role.

As a result of Amy's promotion, I am also happy to be able to introduce you to our new Teen Services Librarian. Lesley Campbell joined our team this week. She comes to us from the Livingston Parish Library where she served as the Head of Youth Services. She has a great deal of experience in teen and youth services and we are very excited to have Lesley joining our team!

On behalf of the library board, Mrs. Raziano congratulated Mrs. Nesting on her retirement and thanked her for her 19 years of service. She also congratulated Mrs. Duke on her promotion and welcomed Mrs. Campbell to the team.

The next agenda item was Communications. Mrs. Benedict shared a letter sent to the owner of the existing Norco Branch building regarding extending the lease on the building. The Norco Branch Supervisor had originally reached out to the owner of the building to request a one-month extension but because of the delays in the construction of the new building, the library has gone ahead and extended the lease for three months, putting the expiration date at midnight on June 14, 2019. Mrs. Benedict explained that the library will need to do a surplus sale of old furniture after we move out of the building and extending the lease until June should give us time to do that and get the building cleared out and cleaned.

The first item of unfinished business taken up was the status of the Norco Branch construction. Mrs. Benedict informed the board that the contractor is hoping to do a substantial completion walk-through in the following week. There are still several small items that need to be done. They still need to hang some lights, finish installing flooring and millwork, touch-up painting, and some additional work. Mrs. Benedict stated that they are hoping to be able to move into the new building sometime in April. The preliminary plans are to do a soft opening and to possibly do a grand opening in conjunction with the summer reading kick-off on May 24th. These are tentative plans at this point. Mrs. Raziano asked if any furniture had been installed yet. Mrs. Benedict explained that furniture was currently being stored by the two vendors it was purchased from.

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 a discussion of the millage election. Mrs. Benedict explained to the board that the millage will not go on the ballot this year as we had originally thought. It will be put on the ballot sometime in 2020. We do not know yet whether it will be in April or November. The parish will let us know in enough time for the board to decide what millage rate they want to ask the voters to approve. Mrs. Benedict will let the board know when the election date has been decided. Mr. Gros motioned that the board table this issue until the

millage election date has been determined. Mrs. Lyons seconded the motion. The motion passed unanimously.

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

The final agenda item was Public Comment. There were no requests for public comment.

There being no further business, Mrs. Raziano called for a motion to adjourn. Mrs. DeLaune moved that the meeting be adjourned. Mr. Gros 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