

JEFFERSON PARISH LIBRARY BOARD REGULAR MEETING

East Bank Regional Library
Administration Conference Room
4747 West Napoleon Avenue, Metairie, Louisiana 70001

June 21, 2016
MINUTES

The meeting was called to order by Lisa Conescu at 4:00 p.m.

BOARD MEMBERS PRESENT: Lisa Conescu, Patricia Cox, Becky Knight, Judy Mills, Margaret Thompson, and Rita Tonglet

BOARD MEMBERS ABSENT: Rev. Akkheem Dunham

LIBRARY STAFF PRESENT: Marylyn Haddican and Irene Lunkin

OTHER PARISH STAFF: Ashley Deshotels, Assistant Parish Attorney

Thompson/Knight made a motion to dispense with the reading of the May minutes and accept them as written. Motion carried.

Director's Report:

- Verdie Richburg was appointed to the Assistant Library Director's position. She will start in her new position next Monday, June 27.
- New carpet tiles have been installed in most of East Bank Regional library. They are currently working on installing the tiles in the administration section.
- The Live Oak ribbon cutting ceremony was successful. Patricia and Rev. Akkheem attended.
- Sherlock's Construction was awarded the bid for Rosedale's renovation project. The project will commence after special permits are received. Renovations will consist of installing a new roof, carpet, painted walls, renovated restrooms, and other cosmetics updates. When the library reopens, the meeting room area will be used for teen programming to entertain the students in the library after school. We will try to get a snack machine there for the teens to use. The Parish Attorney's Office is negotiating with the JP School System to enter into an Inter-Governmental Agreement to obtain a portion of Riverdale's property to expand Rosedale's parking lot.
- The low bid for the construction of River Ridge library came in at \$3,125,000. Additional permits from the Levee District will be required before construction can start. The library will be an estimated 10,500 sq. ft. and will include a meeting room. There will be more open areas and glass enclosures for a brighter library. It's likely the library will open fall 2017.
- The landlord for the e-Branch library has asked us to vacate the building by the end of July. Notices about the closure and the location of the nearest library will be posted.

Lisa and Becky received a phone call from a patron expressing concern about the library's procedures for renewing a library card. Marylyn indicated she spoke with the patron and explained our policy is a patron must renew their library card in person every two years. At the time of renewal, staff will verify the patron's identity to ensure they are renewing their account. Staff will also update the patron's phone numbers, address, and email information if necessary. This practice allows the library to keep an accurate database. Since the discussion with the patron, Trey has updated the website to include a statement indicating library cards are renewed every two years.

The meeting was adjourned at 4:54 p.m.