

**JEFFERSON PARISH LIBRARY BOARD  
REGULAR MEETING**

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

**July 19, 2016  
MINUTES**

The meeting was called to order by Lisa Conescu at 4:03 p.m.

**BOARD MEMBERS PRESENT:** Lisa Conescu, Patricia Cox, Rev. Akkheem Dunham, Judy Mills, Margaret Thompson, and Rita Tonglet

**BOARD MEMBERS ABSENT:** Becky Knight

**LIBRARY STAFF PRESENT:** Irene Lunkin and Verdie Richburg

**OTHER PARISH STAFF:** Ashley Deshotels, Assistant Parish Attorney

Mill/Rev. Dunham made a motion to dispense with the reading of the June minutes and accept them as written. Motion carried.

The Board welcomed and congratulated Verdie Richburg on her promotion to Assistant Director.

Director's Report:

- The e-Branch will officially close on July 20. Bookmarks had been distributed and signage has been posted about the closing and nearest library locations for over a month.
- The carpet project at East Bank Regional is nearly complete. There are a few staff areas to be carpeted. Ceramic tiles will be installed in the shipping room and near the Friends' sorting center areas. Patricia said the staff of the Friends Store is thrilled with the new carpet in the store.
- The online library card policy includes verbiage indicating the necessary requirements for renewing a card and how often to renew library cards. Notification letters were mailed to patrons whose cards were about to expire. We are moving toward having the system send an email to patrons whose cards are about to expire.

Margaret commented on the decrease in computer usage. The decreased in usage at East Bank Regional is due the computers not available during the carpet installation. The fact that school is not in session and summer vacations can contribute to the decrease in usage at other branches.

Judy commented on the patron letter about the guest card. The board would like to know the number of guest card holders, if they return items in a timely manner, and how much of our usage is from guest card holders.

Lisa read a letter she received from an anonymous patron to the board. The patron indicated she did not feel welcomed during a recent visit to the Old Metairie library. Verdie said she would speak with the staff there about the incident.

The meeting was adjourned at 4:48 p.m.