

JEFFERSON PARISH LIBRARY BOARD REGULAR MEETING

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

**September 19, 2017
MINUTES**

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

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

BOARD MEMBERS ABSENT: Rev. Akkheem Dunham and Judy Mills

LIBRARY STAFF PRESENT: Marylyn Haddican, Irene Lunkin, Verdie Richburg, and Antoinette Scott

OTHER PARISH STAFF: Diane Roussel, Chief Administrative Assistant

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

Director's Report:

- The JPL Patron Survey is complete and ready for distribution. It was decided that the survey will be available to patrons after we do the Food for Fines as a hurricane relief effort. The survey will be available on the library's website and paper copies will be available in the branches.
- We are currently accepting nonperishable food items and cleaning supplies from staff to donate to the Second Harvest Food Bank to assist those affected by the recent hurricanes. In addition, General Services has placed carts in East Bank Regional and West Bank Regional for citizens to drop off items for those affected by the recent hurricanes.
- Beginning October 14-31, we will offer a special "fines forgiveness" period to help those affected by the recent hurricanes. During this period, patrons will be allowed to bring a canned or non-perishable item and have their fines waived.
- Staff for the River Ridge Library will consist of six employees (1-Librarian, 1-Sr. Library Associate, and 4 Library Associates). Two of the six employees are new to the Library and are currently being trained. The next expected completion date of the library is November 24. After completion, we will need time for staff to go in and arrange library materials on the shelves.

- Doug Deichmann recently retired after 36 years of service. He was dedicated to his job. We have had other employees to retire and others to resign after about a year of service this year leaving us with a lot of open positions. Our Public Services Department will be interviewing this week and next week to fill the positions. We hope the completed Archer Survey will allow a differential salary that we can give to our public services staff that work nights and weekends. This may help us to retain staff.
- A citizen, whose parents lived in Gretna, would like to donate a bronze sculpture in honor of her parents, and have it installed in the Gretna Centennial Park, but the Library is not allowed to accept it. The matter has been turned over to the Parish Attorney for handling.

Rita inquired about the Genealogy Fair that the library usually sponsors. Marylyn informed her she would speak to Chris to find out about it.

Lisa inquired about the café at East Bank Regional. Cup and Chaucer contract ends December 4, 2017. After all of the café's items are removed, we will place healthy vending machines, tables and chairs for patrons to use. We may consider the same at West Bank Regional.

The meeting was adjourned at 4:33 p.m.