

**JEFFERSON PARISH LIBRARY BOARD
REGULAR MEETING**

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

**December 11, 2018
MINUTES**

BOARD MEMBERS PRESENT: Lisa Conescu, Patricia Cox, Min. Akkheem Dunham, Margaret Thompson, and Rita Tonglet

BOARD MEMBERS ABSENT: Becky Knight and Judy Mills

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

OTHER PARISH STAFF: None

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

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

Director's Report:

- In regards to library security, the security strikes on all of the building doors at each location have been updated and are now more secured. Security officers have been assigned at some locations to help staff deal with problem patrons and a JPSO Officer is assigned at Rosedale to assist with the students coming in after school.
- The second phase of the Rosedale library parking lot project recently started. The parking lot is expected to be completed in another month or so.
- We have been talking about video conferencing for a while now, and we have just completed the install. At today's Branch Managers' meeting, the IT staff performed a demonstration on how the video conferencing worked. When we test it again, we will invite the Friends up to see the demonstration since they did contribute funds for the purchase of the equipment.
- The Library's business manager and network administrator has been working together with the Parish to implement credit card payment as a form of payment at the library. As of now, they are trying to decide the best option for library patrons by either piggy backing off a contract that the Parish currently has or initiate a new contract with a sole source vendor.
- Marylyn attended a meeting with a committee that is working to revitalize Terrytown. She informed them of the Terrytown Library addition project. The Belle Terre addition project, which includes adding a meeting room, restrooms, and a break room, will start after renovations to the Terrytown library are complete. A pre-construction meeting for renovations at Old Metairie library will be held next month; the contactor contract for the project is currently being routed for signature. The architect is still working on the plans for the West Bank Regional Library addition project. Natural gas generators are installed at River Ridge, Terrytown and West Bank Regional libraries; the generator at East Bank Regional will be installed early next year.

Margaret/Lisa made a motion to table the selection of a nominating committee for 2019 officers until the next meeting due to the absence of the board president. All in favor. Motion carried.

Margaret/Lisa made a motion to accept and approve the 2019 Library Board meeting schedule. All in favor. Motion carried

The meeting was adjourned at 4:21p.m.