

JEFFERSON PARISH LIBRARY BOARD REGULAR MEETING

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

**March 20, 2018
MINUTES**

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

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

BOARD MEMBERS ABSENT: none

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

OTHER PARISH STAFF: Diane Roussel, Chief Administrative Assistant and Emily French, Assistant Parish Attorney

Mills/Cox made a motion to dispense with the reading of the February minutes and accept them as written. Motion carried.

Director's Report:

- Police detail officers from JPSO has been put in place at Rosedale until the summer and at West Bank Regional for a few weeks due to a threat made by a patron. The patron's name is unknown; however the staff is able to identify the patron. If the patron comes to the library again, staff will inform the JPSO detail officer and the patron will be turned in to the JP Detective Bureau.
- Marylyn reported the West Bank Regional renovation includes the addition of an archives room. The plans are near completion. Judy mentioned the Historical Commission was upset about the idea of the archives being in the library and that they preferred the archives be in the old school/German Culture Museum in Gretna as is the parish seat. The members of the Historical Commission expressed their thoughts with Councilman Templet, whom Judy reported felt the building is not suitable for renovations and with Parish President Yenni, who informed the Historical Commission that he would look into the situation. One of the Historical Commission's members has plans from when an architect evaluated the building for renovations some years ago and will share the architect's plans with Parish President Yenni.
- Bids for the Terrytown Library addition project are currently out for vendors to submit bids. The bid opening date is April 17 after which time the bids will be reviewed and a resolution will be prepared to accept the low bid.

- The Belle Terre Library addition project has not gone out for bids as of yet. The additions will include adding a meeting room space, study rooms, a restroom, and a breakroom area.

New Business:

- Rev. Akkheem inquired about the expiration date of the current janitorial contract and the type of cleaning they are supposed to be doing. He reported during a visit to West Bank Regional, he noticed the cleaning staff pushed the chairs under the table and did not perform any type of cleaning in the library. Marylyn informed him the contract is out for bid. The cleaning staff is supposed to be performing the duties outlined in contract. She said she would follow-up with the manager. Rev. Akkheem was advised to report future concerns to the manager.
- Rev. Akkheem reported on a visit to Belle Terre Library he witnessed the male security guard sitting in his vehicle and he did not spend any time in the library. On a separate visit, he noticed the female security guard sat in a sofa chair the whole time he was there. Rev. Akkheem was informed the Library is aware of the issues with the female security guard and that guard is no longer assigned to Belle Terre. Security guard service is being discontinued at Belle Terre Library at the end of this month. We have the flexibility to resume the service at in the future if the need arises.

Public Comment:

Karen Vinet, Owner of Cup and Chaucer, provided the following comments

- Karen indicated she appreciates operating the café at East Bank Regional for the last few years. She is grateful for the RFP for a café being out and is excited to submit a response to the bid. Judy was thanked for her patronage through the Historical Society. When Karen received her letter stating her contract was not going to be renewed, and it was brought to her attention that vending machines were going to replace the café, she went to her Councilperson and asked her if she was aware of vending machines taking the place of the café. Karen thinks it would be beneficial to keep her as the café vendor. Her first few years in business, she had a substantial loss and a profit the last few years of the contract. She has a local business and purchases locally and would like to express thanks and gratitude to the Library and the Parish for allowing her to operate at EBR. She will also express this at the Council meeting. She applauded the concept of healthy eating guidelines in the RFP. She asked who will be on the committee and was informed that persons from Purchasing, Finance, Parish Attorney's, Library, and Research and Budget office will sit on committee.

Karen's lack of communication about catering a Parish Councilman meeting was brought up. Diane mentioned to her she must start communicating with customers.

Rev. Akkheem mentioned the café's petition states the Library Director made the decision to replace the café with vending machines, which is not true, and he did not think the public should receive false information. Karen stated that was the information she received. She reported over 2,000 people came in to sign the petition and they have about 2800 online signatures.

Margaret informed Karen if her petition includes false information from the Library Director, that it be corrected or taken down because it is unfair to the Library Director, and the administration and citizens of Jefferson Parish. Margaret explained we want transparency, but accuracy as well. Karen said the petition was nothing personal, they were just acting on the information she was given from a source and she wanted to put the information out there for the public. Diane informed her that the information was incorrect and that the petition can be contested.

- Lindsay McDonald, Manager of Cup and Chaucer, stated she is happy to have had the opportunity to come to the meeting to set things straight. Now that she knows the Library does not have intentions to replace the café with vending machines, she does not see the point in having the petition and she will inform the customers letting them know that they misheard their information and that there is a RFP for a new café. The Board and Administration thanked her.

The meeting was adjourned at 4:44 p.m.