

**JEFFERSON PARISH LIBRARY BOARD
REGULAR MEETING**

East Bank Regional Library – Administration Conference Room
4747 W. Napoleon Ave., Metairie, LA 70001

**November 15, 2022
MINUTES**

BOARD MEMBERS PRESENT: Patricia Cox, Becky Knight, Judy Mills and Margaret Thompson

BOARD MEMBERS ABSENT: Lisa Conescu and James Simmons

LIBRARY STAFF PRESENT: Irene Lunkin, Melissa Muhoberac, and Jessica Styons

OTHER PARISH STAFF: Cherreen Gegenheimer, CAA and Megan Grantham, Parish Attorney for Library

GUEST: Chris Smith, Library Adult Programming Manager

Margaret called the meeting to order at 1:00 p.m.

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

DIRECTOR’S REPORT:

- Newly appointed Library Director Jessica Styons was welcomed. She stated she is pleased to be here and pleased with how well organized we are and the amount of teamwork she is seeing. Margaret informed her she inherited a good staff.

Judy commented that people are not sure the West Bank Regional library is open, but Chris does a good job of presenting programs there. She added the website needs improvement to help better promote library programs. Cherreen mentioned the author event Chris presented at WBR was well attended. She also mentioned the new person hired to head up the marketing department starts this coming Monday. This person’s duty will be to advertise the Library. Chris stated people ask about programming on the west bank, however people need to make an effort to attend the programs presented on the west bank. He mentioned staff at some of the west bank branches are willing to present programs, but not the staff at WBR. Trey Green was asked to comment on the website. He informed the board we are working on improving the website. Pattern maps in the software are being monitored; and we are working to fine tune parameters.

The Board commenced with the online Sexual Harassment Training program at 1:34 PM - 2:41 PM.

- The Trunk or Treat event in Lafreniere Park along with the Parish President was a success. Our staff was there in Hocus Pocus costumes and decorations to coordinate with the Library’s “Batty about Books” theme. Cherreen acknowledged and thanked Trey for coming up with a logo and making the banner for the event in a short amount of time.

- Renovation and construction updates include the following. The architect on the Westwego library project suggested we hire and add to the contract an 3rd party specialist to advise how to move forward with this renovation project. The architect is working on the plans for the WBR addition/renovation project. The plans will include space for a Makerspace, we will also add a Makerspace at EBR library. The Avondale construction project is going back out for bid. A mandatory pre-bid for the roof and elevator repairs is scheduled for December 5 at Grand Isle library. It is likely the low bidder will be selected at the January 4 Council meeting.

The next meeting is December 20, 2022 at 1:00 PM.

The meeting adjourned at 2:56 p.m.