

**JEFFERSON PARISH LIBRARY BOARD
REGULAR MEETING**

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

**February 20, 2024
MINUTES**

BOARD MEMBERS PRESENT: Patricia Cox, Becky Knight, and Bob Bales

BOARD MEMBERS PERSENT VIRTUAL: Lisa Conescu and James Simmons

BOARD MEMBERS ABSENT: none

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

OTHER PARISH STAFF: Meredith Hearn, Parish Attorney for Library

GUEST: Youth Services Coordinator Erin Korosi and Marketing & Engagement Manager David Johnson

Becky called the meeting to order at 4:02 p.m.

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

DIRECTOR’S REPORT:

- Jessica mentioned she will give presentations at the State Library 2024 Staff Workshops: today in Baton Rouge and Thursday in Shreveport. Her topic of discussion is “How to Engage and Receive Feedback.
- Melissa reported the following updates about our libraries. The Avondale library is being framed using steel beams. HVAC repairs are being done here at EBR, HVAC duct cleaning is being done at North Kenner, and new HVAC units will be installed at Lafitte and WBR this summer. A new roof will soon be installed at Lakeshore, at which time the library will close for the installation. New handicapped entrance doors were installed at Rosedale. We are awaiting the drawings from the architect for the new branch on Jefferson Hwy. A fenced community garden will be planted at Terrytown. Foods from the garden will be used for children’s cooking programs at Terrytown. A temporary wall is being installed at Wagner Library. The library will have to close early fall when the contractor is ready to make the connection. New window shades will be installed at Westwego; handicapped entrance doors will be installed later. Bob asked for us to report on upcoming building and capital projects at the March meeting.
- Jessica reported experience from the last emergency event prompted us to establish a text alert system to alert staff for emergency closures.
- The New Orleans Book Festival at Tulane University event is March 14-16. This event is family oriented and free; and will include authors on site, new books, and various presentations. Some of

our staff will be attending the event to pass out information about JPL. Terrytown and EBR library parking lots will serve as drop off sites for the event, where a shuttle to/from Tulane University will be available to transport citizens.

- Staff are participating in various continuing education classes presented by the State Library that include Summer Reading Program and Sensory Accommodation Workshops. Staff will also be participating in the Louisiana Library Association (LLA) and Public Library Association (PLA) conferences this spring.
- We have hired staff for the Makerspace at EBR and filled the vacant North Kenner Branch Manager position with a staff member that recently graduated by Library School. She will be invited to next month's Library Board meeting. The Branch Manager position at Lafitte remains vacant.
- Jessica and other key staff visited the STEM Library and plans to collaborate with them on promotions. One of the members of the STEM Library will attend our next Branch Managers' meeting to do a STEM presentation.
- Jessica spoke with United Way to ask them about providing volunteers to do tax prep on the west bank. United Way agreed to provide lock boxes for citizens to drop off their tax information for pickup and preparation by a United Way volunteer.
- On 3/18 staff will begin boxing books to make space for Markerspace. The books will still be available for patrons to check out, but will be accessible by staff.

Marketing & Engagement Manager David announced Tatyana Aubert as the Library's new Information Specialist. David and Tatyana recently met with the Parish Information Officer and discussed fresh ideas for marketing the library. They were also presented with the opportunity to tour their new JPTV Studio. David provided the Board with an overview of ways he and his team plan to reach other audiences and advertise the library and its services. He also have gave an overview of upcoming programs and events happening at JPL.

Youth Service Coordinator Erin Korosi reported they are discussing ways to make library programs more accessible and increasing programming. Staff in the Children's and Teens sections will be attending the State Library's Sensory Accommodation Workshop next month for ideas. She mentioned they are increasing outreach services for home schooled students. A program is already in place at WBR and they are implementing one at EBR. Ideas for increasing programming included: collaborating with New Orleans Public Library for a joint program with SERVE; collaborating with the STEM Library on programming; collaborating with the Parish's Cross Cultural Coordinator Daniela Bello to present storytimes in Spanish and plans to work with others in the future to present special storytimes in Vietnamese, Arabic, and Chinese; and implementing nutrition programs. Erin announced the Renaissance Festival is scheduled for April 28, at WBR and June 1, is the SRP Kick-Off events at EBR and WBR.

Becky commented that the Patron Comment Letters were positive.

The next meeting is March 19, 2024.

The meeting adjourned at 4:36 PM.