

REVISED AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
BREC ADMINISTRATION BUILDING
BOARD ROOM
6201 FLORIDA BOULEVARD
BATON ROUGE, LA 70806
JANUARY 19, 2012
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF DECEMBER 15, 2011
- III. REPORTS BY THE CO-DIRECTORS
 - A. FINANCIAL REPORT
 - B. SYSTEM REPORTS
 - C. OTHER REPORTS
- IV. OLD BUSINESS
 - A. REPORT ON RESEARCH BY COMMITTEE REGARDING PROCEDURES TO BE USED BY A SEARCH COMMITTEE IN HIRING A NEW LIBRARY DIRECTOR – MR. STANFORD BARDWELL, JR. AND MS. BETH TOMLINSON
- V. NEW BUSINESS
 - A. TO VOTE TO ELECT OFFICERS FOR THE LIBRARY BOARD OF CONTROL FOR 2012 – MS. KIZZY PAYTON
 - B. TAX ABATEMENT PROPOSAL
- VI. COMMENTS BY THE LIBRARY BOARD OF CONTROL

ALL MEETINGS ARE OPEN TO THE PUBLIC

THE PUBLIC IS ALLOWED TO MAKE COMMENTS RELATIVE TO AN AGENDA ITEM AT THE DISCRETION OF THE LIBRARY BOARD PRESIDENT. ANY COMMENTS NOT RELATED TO AN AGENDA ITEM MAY BE RECEIVED AND DISCUSSED OR DEFERRED TO A FUTURE MEETING UNDER PROCEDURES DIRECTED BY THE LIBRARY BOARD PRESIDENT.

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

January 19, 2012

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the Board Room of the BREC Administration Building at 6201 Florida Boulevard on January 19, 2012. Ms. Kizzy Payton, President of the Board, called the meeting to order at 4:08 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Ms. Tanya Freeman; Mr. Derek Gordon; Mr. Jason Jacob; Mr. Chip Mills and Ms. Beth Tomlinson. Also in attendance were Ms. Mary Stein, Assistant Library Director of Administration and Co-Director; Ms. Patricia Husband, Assistant Library Director of Branch Services and Co-Director; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; and Ms. Kayla Perkins, Library Public Relations Specialist. Ms. Celia Cangelosi, outside counsel to the Library Board; and Captain Blair Nicholson of the East Baton Rouge Parish Sheriff's Office were also present. Patrons of the Public Library (POPL) Board members, Ms. Ann Biggers, Ms. Phyllis Heroy, Dr. Patsy Perritt, and Mr. John Richard attended. Mr. Davis Rhorer, Director of the Downtown Development District was present. Mr. Doug Fain, videographer with WVLA-TV; Mr. Greg Garland, reporter, and Mr. Patrick Dennis, photographer, both with *The Advocate*; and Mr. Frank Hillyard, videographer with Metro 21 were also in attendance along with several people from the community.

Ms. Payton opened the meeting by asking Ms. Zozulin to take a roll call of Board members present. Ms. Payton, Ms. Freeman, Mr. Bardwell, Mr. Jacob, Mr. Mills, and Ms. Tomlinson were present. With six members in attendance a quorum was present and so the meeting proceeded.

Ms. Payton asked for the approval of the minutes of the regular meeting of the Library Board on December 15, 2011. The minutes were unanimously approved on a motion by Ms. Tomlinson seconded by Ms. Freeman with no corrections.

Reports by the Director

A. Financial Reports

Ms. Payton asked Ms. Pinsonat to present the financial reports. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances as of December 31, 2011 show operating expenditures of \$26,254,623.99 or 76.04% of the operating budget. This total and percentage will change slightly over the next few months as final charges for insurance, library materials, and other entries are posted to the accounting system. Cash collections from property taxes for 2011 have not changed as the Library is still waiting for interest earnings from the fourth quarter to be posted. Cash collections from property taxes for 2012 is very good as just over \$26 million was collected for this month.

B. System Reports

Ms. Payton asked Ms. Stein to present the system reports. Ms. Stein noted that the programming statistics had to be recalculated and so will be reported next month. How the Library is used is changing as more electronic resources are being added and used by patrons. *OverDrive* usage has doubled and database usage is up 572%. Computer usage is high and this does not even include WiFi access by patrons with their own computers.

Ms. Stein added that the Library was chosen as one of 30 libraries to receive the American Library Association’s “Building Common Grounds” grant to increase communication, community, compassion, and civility. Through November the Library will be conducting programs to build communication and community and to explore compassion. In order to be awarded this competitive grant, the Library staff had to create a proposal for the use of the grant.

Ms. Stein then made her PowerPoint presentation, *Around the Parish in 90 Seconds* which included the months of November, December and January. The following were some of the highlights:

<ul style="list-style-type: none"> • First <i>Geek the Library</i> Week at Main Library, Jan. 22-28 followed by one at each branch 	<ul style="list-style-type: none"> • Throughout the Jones Creek Regional Branch Library there are trees, trees, trees decorated for Christmas and many remain all year long and are seasonally decorated
<ul style="list-style-type: none"> • Digital archive of local history enhanced 	<ul style="list-style-type: none"> • Pride-Chaneyville Branch Library patrons shared recipes and POPL underwrote the cost of printing a cookbook for sale to patrons.
<ul style="list-style-type: none"> • Goodwood Main Library construction underway 	<ul style="list-style-type: none"> • At the River Center Branch Library North Boulevard project is nearing completion.
<ul style="list-style-type: none"> • Slab poured at the site of the Fairwood Branch Library 	<ul style="list-style-type: none"> • Mrs. Claus and her elves visited Main and all the branches.
<ul style="list-style-type: none"> • Monday Book Club at Baker Branch Library read <i>Crowns Portraits of Black Women in Church Hats</i> following a theatrical production of the book at the BREC Theatre 	<ul style="list-style-type: none"> • Author C. Elaine Williams shared her story about heart disease at the Scotlandville Branch Library.
<ul style="list-style-type: none"> • Caledonian Society members played pipes and drums at the Bluebonnet Regional Branch Library 	<ul style="list-style-type: none"> • The beginning of literacy with lapsits at the Zachary Branch Library
<ul style="list-style-type: none"> • At the Carver Branch Library Operation Homefront collection of cards, food and comfort items for our troops 	<ul style="list-style-type: none"> • The Library at the downtown Festival of Lights
<ul style="list-style-type: none"> • December Food Bank Drive – “Food for Fines” collecting 9,500 pounds of food 	<ul style="list-style-type: none"> • The Library presents programs to clubs and organizations like IAAP highlighting Library resources.
<ul style="list-style-type: none"> • Children, teens and moms scrapbooked at the Eden Park Branch Library 	<ul style="list-style-type: none"> • <i>One Book One Community</i> selection for 2012 is <i>Oliver Twist</i> by Charles Dickens, remembering Dickens 200th birthday.

C. Other Reports

Ms. Payton asked Ms. Husband to give an update on the construction projects. In regard to the Goodwood Main Library, Ms. Husband said that the contractor is completing groundwork including preparing the site for the foundation, along with field testing and drainage for the project. The drainage work will require that the parking lot at the back of the current library be closed for up to two weeks.

Ms. Husband then reported on the Fairwood Branch Library stating that the slab has been poured. The contractor has ordered the steel for the main supporting beams. When the steel is delivered the construction of the frame will begin.

In regard to the Rouzan Branch Library, Ms. Husband stated that the construction documents are under review by the subdivision and engineering divisions of the City-Parish Department of Public Works (DPW) as per a request by Mr. Jim Frey, Special Projects Architect with (DPW). Mr. Frey will submit comments from the review. The next step will be to have these comments addressed and a permitable set of plans submitted.

Ms. Husband then reported on maintenance projects in the branches. At the Baker Branch Library, Mr. Tim Bankston, Library Facilities Manager and Mr. Claude Lindsey, Library Operations Manager, finished replacing light bulbs and ballasts throughout the building. At the Eden Park Branch Library the chiller and boiler water systems have been winterized. New sliding glass front doors have been installed and contractors have begun a new lighting retrofit at the Jones Creek Regional Branch Library. DPW is completing work on the sheetrock and painting at the Zachary Branch Library.

Mr. Derek Gordon arrived at the meeting at 4:20 p.m.

Mr. John Berry, a member of the public, asked to speak regarding the Rouzan Branch Library which was an item presented in Ms. Husband's report on new construction projects. Ms. Payton denied Mr. Berry's request as the Rouzan Branch Library was not an item listed on the agenda. She added that the public would not know this was going to be discussed as it is not an item on the agenda, and therefore, no public comments would be allowed on this project.

Old Business

A. Report on Research by Committee regarding Procedures to be used by search committee in hiring a new Library Director – Mr. Stanford Bardwell, Jr. and Ms. Beth Tomlinson

Ms. Payton read item A under "Old Business" and asked if there were any public comments on this item. Mr. Charles Mayeaux, a member of the public, asked to speak and said that *The Advocate* reported that most of the members of the Library Board hired Mr. Farrar. There are two new Board members now. He added the Board did not require Mr. Farrar to complete an application, nor did they conduct a criminal background check on him prior to his being hired.

The Board also did not ensure that Mr. Farrar had the certification required to be hired as Director. Mr. Mayeaux then said that if these facts were correct, then the Board did not perform due diligence in hiring Mr. Farrar. He said that those who hired Mr. Farrar either exhibited gross negligence or incompetence or lack of desire to perform the duties of a Board member which meets the definition of malfeasance. Mr. Mayeaux added that the Board has placed the Library system and the public in jeopardy and therefore, the Board members should resign their positions. Competent and ethical members of the community should be appointed to replace them. Ms. Payton thanked Mr. Mayeaux and asked if there were any other comments.

Mr. Berry then said that before he made comments on this item, he wanted to speak about the agenda items. Ms. Payton replied that he is only to speak about the item under discussion. Mr. Berry said that he would, but he added that he wanted to talk about the logical order of the agenda. Ms. Payton denied his request. Mr. Berry replied that some of the other Board members might overrule Ms. Payton on this. He said that the Board has two new members and this is the beginning of a new year and yet they are continuing with the current officers. Mr. Berry said there should be an election of officers as the first item of business before any transactions occur this year. Ms. Payton thanked Mr. Berry and asked for any comment on the agenda item.

Mr. Berry then said that Mr. Farrar had had several personal and professional problems that resulted in his recent departure. One of the major problems which had not been addressed was his refusal to respond to phone calls and e-mails. He said this also applied to the President and the members of the Library Board.

Mr. Berry said he sent a certified letter to Mr. Farrar and Ms. Payton on February 19, 2011 requesting a financial audit of the Patrons of the Public Library (POPL), and he never received a reply. He added that after sending his letter, the Board had the Library staff make a presentation at a Board meeting about the wonderful work of POPL, making it appear that he was attacking POPL. He noted that the real reason for his request was to audit the Library and Mr. Farrar's use of funds raised by POPL. Mr. Berry said if the audit had been done when he requested it, some of Mr. Farrar's actions may have come to light a lot sooner than they did.

Mr. Berry said he is very interested to see what the District Attorney and the Louisiana Ethics Board will uncover in their investigation of Mr. Farrar and the Library Board regarding financial mismanagement of public funds. He said this will include not only the POPL funds, but Mr. Farrar's allegations of financial and influential improprieties by Mr. Bardwell, Ms. Freeman and Mr. Gordon. Mr. Berry said that even before the results of the investigation are completed, he believes that this entire Board should resign excluding the two new appointed members. He added that the Board has ignored the requirement of ethical and responsible conduct defined on the Library's website. In many instances and projects the Board has tried to please small special interest groups and not the majority of patrons and the public. Mr. Berry said they should start over with Board appointees who have the entire parish in mind regarding spending public funds dedicated to the Library system.

Ms. Kathy Wascom, a member of the public, then spoke. She noted that when Mr. Farrar was hired only two on the current Board were members. She added that when the Board hired Mr. Farrar she believes that they did what they perceived as due diligence in regard to references.

Ms. Wascom said that proved to be inadequate. In the past we had a long term director and then Ms. Acosta was hired which was a new experience for the Board. Then Mr. Farrar was hired. Ms. Wascom added that she is confident that the Board will initiate a new process in hiring the next director with greater due diligence. She said she applauds the Board for the work it has done.

Ms. Payton asked if there were any other comments. Ms. René Singleton, a member of the public, said that she supports what Ms. Wascom has said. She added that most of the current Board members were not on the Board when Mr. Farrar was hired. She added that it was not a procedure of the City-Parish to conduct criminal background checks when hiring department heads. She said she feels that the Board will change their procedures when hiring a new director to include criminal background checks. Ms. Singleton said she supports the Board in its efforts and in the work it has done and appreciates them.

Ms. Payton asked for any further comments. There being none, the public comment period was closed. Ms. Payton said that Mr. Bardwell and Ms. Tomlinson have spent many hours researching the procedures that could be used when hiring a new director.

Ms. Tomlinson said she worked on a job description, and new advertisements to post. As a result of conducting her research on the cost of advertising and the procedure for advertising, she thought that the Board could create a “teaser” ad that could be posted with a link to the Library’s website where a complete job description and advertisement would be placed. Ms. Tomlinson said one of the reasons for doing this would be to save money and also to enable the candidates to explore the entire website about the Library. She noted that the new advertisement would state very clearly that a criminal background check, a credit check and a drug screening would be part of the pre-hiring process.

Ms. Tomlinson said she also created a procedures manual for recruiting and hiring based on a significant amount of research. She said that there are a few ways the Board can handle the search. One way would be to handle it in-house, another would be to hire a search firm and the third would be a combination of the two. She said she included all three options in the procedures manual. Ms. Tomlinson said that this manual could guide future Boards in the hiring process. She emphasized that the documents she distributed to the Board members are draft documents and not in final form. She asked the Board to review them carefully and to send comments, and additions to her. Ms. Tomlinson noted that she and Mr. Bardwell discovered that this search will take a considerable amount of time. Mr. Gordon said six to seven months would not be unusual. Ms. Tomlinson said as soon as the documents are in their final form, they will be ready to begin the recruiting process.

Mr. Bardwell then spoke and said Ms. Tomlinson’s documents were excellent. Mr. Bardwell said he was going to explain what previous Library Boards had done regarding hiring a director which would be helpful to this Board as they establish procedures and guidelines for this search. He noted that since 1939 when the public library was established, there had only been five library directors and the last two had been in the last nine years. Some served a very long time. The first one served eight years, the second, thirty years, and the third, who happened to be present at this meeting, Mr. John Richard, served twenty-seven years. The fourth one, Mrs.

Acosta served almost five years and Mr. Farrar served three. Mr. Bardwell noted that the verbal information on how the recruitments were conducted prior to 2003 is probably not available to the Board. He said that nobody on the Board or in the audience today knows how Mr. Richard, Miss Reed or Mrs. Schenker was selected. He added that all indications were that the process was informal and done in-house. The Library Board, and the City were smaller and they didn't have the technology we have now.

When Mr. Richard retired and Mrs. Acosta was hired, none of the current Board members were on the Board. Mr. Bardwell said he spoke to Ms. Stein who said that they posted the position in library and professional journals. The interviews were conducted in-house and he does not know how they were structured. When Mrs. Acosta was hired she did not know about the required certification, but she did receive her certification about a year after being employed. This implies that the Board at the time did not know about the certification requirement. Mr. Bardwell noted that Mr. Richard was certified.

When Mrs. Acosta resigned, Mr. Dan Reed who had been involved in the hiring of Mrs. Acosta was the president of the Library Board. The Board followed the same process in recruiting for a replacement for Mrs. Acosta as they had done when they hired her. The candidates did not complete applications, but submitted a letter of intention and a résumé which were sent to Mr. Reed. These were screened by a committee consisting of Mr. Reed and Mr. John Carnahan, the former Library Board President. The final three candidates were presented to the Board. All the interviews were conducted in a public meeting which is significant to point out. Ms. Freeman, Ms. Tomlinson and Mr. Bardwell were on the Board at that time and deferred to the Board President regarding what was done in the past. No background or criminal checks were done as this was not part of the established process. The City-Parish has not required these for non-classified employees. Mr. Bardwell noted that Mr. Reed spoke to the Chairman of the Library Board in Alabama where Mr. Farrar was employed and Mr. Bardwell spoke to several colleagues in the Birmingham and Montgomery systems. He and Mr. Reed received very positive reports. Those in Alabama did not know what this Board discovered last month. Mr. Bardwell said that even if they had done a background check, he doesn't know that they would have gone back fourteen or fifteen years. He said they need to learn from this experience and move forward from here.

Mr. Bardwell said that now they know that they need to do a background and criminal check and that the candidate must have the certification issued by the Louisiana State Board of Library Examiners. He said he feels that an outside search firm that can screen the candidates on the requirements is necessary.

Mr. Bardwell added that the salary range for the library director position is problematic. He said the range is set by the City-Parish Department of Human Resources and is aligned to other directors in the City. He noted that the salary is not comparable to the salary of the Superintendents of BREC or the East Baton Rouge Parish School System. These two departments are operated independently, are under the State statutes and are not subject to City-Parish rules. They also have larger budgets than the Library. However, there are some similarities in regard to the number of properties and total number of employees. These two departments can offer higher salaries. Mr. Bardwell said they assembled salary data from other

libraries. He noted that the salary issue and the certification requirement if not addressed will restrict the pool of candidates that they can consider.

Mr. Bardwell said they are going to recommend an increase in the range of the salary. They contacted the State Librarian about the certification issue to amend the State statute to give a newly hired director who is not certified a period of time to become certified. It is hoped that this amendment would be introduced and adopted in this session of the legislature, and that the job posting would state that these changes are in process. Mr. Bardwell added that they would also like the certification test to be given more frequently than once a year.

In regard to a salary range change, they are not ready to submit a proposed range at this time. Regarding employing a search firm, Mr. Bardwell said that they contacted four out of state nationally known companies that specialize in placing library directors. Two firms have responded that they are interested and they are waiting to hear from the other two. He said these firms will give them an idea of what it will cost for their fees, travel and background searches. He said they will then be able to recommend a budget to the Board. He added that they will need to spend some money in order to conduct the type of search that is required in today's world.

Mr. Bardwell said they will continue to gather information. If they get proposals from the search firms, they may request to hold a special Board meeting in February before the regular monthly meeting in order to move ahead in a timely manner with the recruitment process.

Mr. Gordon said he appreciated the good work that Ms. Tomlinson and Mr. Bardwell did. He said that while the City-Parish did not require a background check, it is not in the best interest of the Library not to have these requirements in place. He said doing these checks will strengthen their process and give them more confidence going forward. He said the Board hiring Mr. Farrar didn't "not follow the rules", but that the rules were not clear, and nobody wanted to say what they were. Mr. Gordon said this is a wake-up call. He suggested that the Library staff research salaries in order to help the Board when they speak to the City about the salary range. It would be helpful to get salary ranges for counties the same size as East Baton Rouge Parish in area and numbers of branches. He added that if they want a good director they will need to be competitive and know that they are competitive. He said he believes that Mr. Farrar applied because of some of the loop holes and lapses. He added that Mr. Farrar basically said as much in some of the meetings. Mistakes were made and the Board is going to fix them. Mr. Gordon also asked the staff to contact the American Library Association regarding job sites or job listings. He added that if the Board needs to hire a firm, then they need to do that because they want the process to be above reproach. He said the community desires it and there is a lot of money involved in the Library system. He commended the Library staff for their good work during these trying times. This process may take six months, but they desire to hire a director as soon as possible.

Ms. Freeman said that Ms. Tomlinson and Mr. Bardwell did an awesome job gathering information on the search process. She said she wished that she, Mr. Bardwell and Ms. Tomlinson had had this type of information when they hired Mr. Farrar. They had very limited information and were new to the Board. Ms. Freeman added that this will give even the new

Board members a lot of direction and is very clear cut on the duties of the director. Everyone on the Board will be able to fully participate in the hiring process.

Mr. Gordon then said they welcome the two new Board members and look forward to working with them. He said they both bring great expertise and diversity to the Board. He noted that they have a solid foundation to their Board as they move forward.

Ms. Payton thanked Ms. Tomlinson and Mr. Bardwell and said they look forward to getting more information. She said they will call a special meeting in February if necessary.

New Business

A. To Vote to elect Officers for the Library Board of Control for 2012 – Ms. Kizzy Payton

Ms. Payton opened the floor for the nomination of officers for the Library Board for 2012. The officers to be elected were President, Vice-President and Treasurer. These positions are voted on in January and the term is for one year. Ms. Payton opened the nomination for president. Mr. Gordon made a motion to re-elect Ms. Payton and Mr. Bardwell seconded the motion. Ms. Payton said she accepted that nomination. She asked if there were any other nominations. There being none, the Board unanimously voted to re-elect Ms. Payton. Ms. Payton thanked the Board for their vote of confidence and she looked forward to serving again.

Ms. Payton asked for nominations for Vice-President. Ms. Tomlinson made a motion to elect Mr. Gordon. Mr. Bardwell said he'd like to nominate Ms. Freeman who is the sitting Vice-President. There being no other nominations, Ms. Payton asked for a roll call vote. Ms. Zozulin took the roll call with the result being that Mr. Gordon, Ms. Payton, Mr. Mills, and Ms. Tomlinson voted for Mr. Gordon; Ms. Freeman, Mr. Bardwell, and Mr. Jacob voted for Ms. Freeman. Mr. Gordon was elected.

Ms. Payton asked for nominations for Treasurer and Mr. Gordon made a motion to elect Ms. Tomlinson. There being no other nominations for Treasurer, the Board unanimously voted to elect Ms. Tomlinson as Treasurer.

B. Tax Abatement Proposal

Ms. Payton asked Ms. Husband and Ms. Stein to give some background on the tax abatement proposal. Ms. Payton noted that this item was just added to the agenda late yesterday when they received the information. Ms. Stein apologized for the lateness of this information, but said they only received the notice by registered mail on Friday with a deadline for a response next week. Tax abatement applications have been proposed and reviewed by the Board in the past. The proposals under discussion today are renewals of applications made five years ago. Ms. Stein read from a cover letter the following:

The Louisiana Restoration Tax Abatement (RTA) Program application is subject to approval by the local governing authority in which the project is located. The State legislation for this program requires that the local governing authority notify each affected tax recipient body [the Library], make the application available, and conduct a public hearing on the proposed limited exemption.

Mr. Gordon asked if there was a limit to the number of times an entity can apply for a tax abatement. He said it would be helpful if they had more information especially at a time when the City needs the revenue from tax dollars. He said the Board's opinion may not matter, but he'd like the Board's opinion to be an informed one. Mr. Gordon said he apologized for speaking before they gave an opportunity for public comment.

Ms. Payton recognized Mr. Berry to make a public comment on this item. Mr. Berry asked for the names of the applicants for the tax abatement to which Ms. Payton replied Melrose Urban Limited Partnership I at 1111 Rodin Drive; Melrose Urban Limited Partnership I at 6776 Cezanne Ave.; Capitol House Hotel Development Company, LLC; Mapp Properties, LLC; and Bon Carré Business Center II, LLC. Mr. Gordon noted that for the Library in the first year the abatement of taxes from the five applicants would be \$116,320.06 and over five years the total would be \$581,600.30. Mr. Gordon noted that the abatement encourages investment in areas that need revitalization. The abatement gives businesses the incentive to do projects like the Hilton Hotel downtown. He added that these projects are all over the city and not just downtown.

Mr. Berry said he would like a copy of the tax abatement proposal. Mr. Bardwell said he'd give him a copy. He added that the Library Board does not make the decision. The decision is made by the Metropolitan Council. However, each department of the City that would be affected by the abatement must be notified and can make comments to the Council. Mr. Bardwell said that even if the Library Board votes against the abatement, it will not ensure that the abatement does not occur as the Metropolitan Council is the voting authority. It was agreed that the tax abatement proposal would be placed on the Library's website.

Mr. Gordon said that Mr. Davis Rhorer, Director of the Downtown Development District, could give some further information on this program. Mr. Rhorer said the tax abatement program allows tax incentives for properties that would not normally be affordable to revitalize. He noted that the Finance and Executive Committee of the Metropolitan Council met yesterday and these properties were on their agenda. This request for abatement will go to the full Council on Wednesday, January 25th. Mr. Rhorer noted that the program only allows one renewal for a total abatement of ten years. He said that only two of the projects are downtown and the rest are in other parts of the city. Mr. Gordon asked about the location of the Melrose properties. Both of them are in the Bon Carré area and are housing developments. He said that now that he knows that these properties can only get one more renewal, he feels better about program, and that it is good for developers and the community.

Mr. Berry asked to finish his comments. He said that money is being taken from the Library's dedicated property tax to fund private endeavors and supplement another entity's tax burden. He asked why this is being supported and he added that probably most of the public does not know

this is going on. Mr. Berry said he did not think this is part of the Library's mission to supplement someone else's tax burden.

Ms. Payton asked for a motion on the tax abatement proposal. Mr. Bardwell made a motion to deny the approval of the proposal. There was no second to the motion. Mr. Gordon made a motion to approve the proposal. There was no second to this motion. Ms. Payton said that the Board was not required to take an action, and she concluded that the Board did not want to take action on the item.

Comments by the Library Board of Control

Ms. Payton then said they have completed the items on the agenda. She welcomed the two new Board members and asked them to say a few words now that they had experienced their first Board meeting. Mr. Chip Mills thanked the Library Board members and the Library staff for their welcome and for the large amount of information they provided to him in a very organized way. He said he is glad to be on the Board and is here to serve. Mr. Jason Jacob likewise thanked the staff and Board for their information. He said it is an honor to serve on the Library Board and he looks forward to working with everyone to advance the Parish Library in the future.

Ms. Freeman noted that there are several people in the audience from the POPL Board that should be recognized. Ms. Stein introduced them; the President of the POPL Board, Ms. Phyllis Heroy, Ms. Ann Biggers, Mr. John Richard, former Library Director and Dr. Patsy Perritt. She noted that they will be participating in *Geek Week* at the Main Library next week. Ms. Freeman thanked them for coming to the meeting and for their active participation supporting the Library as the Board moves forward. Ms. Payton thanked the POPL Board also.

Ms. Payton reminded all that there would be a special Library Board training workshop on Saturday, February 4th at the Eden Park Branch Library from 9:30 a.m. to 12:30 p.m. This meeting is open to the public.

There were no further comments, and so with no further business, the meeting was adjourned on a motion by Mr. Gordon, seconded by Ms. Freeman at 5:20 p.m.

Kizzy Payton, President

Patricia Husband, Co-Director

Mary Stein, Co-Director

MEMORANDUM

DATE: January 19, 2012

TO: Library Board of Control

FROM: Patricia P. Husband
Mary H. Stein
Co-Directors

SUBJECT: Construction Report

Goodwood Main Library

Steve Jackson, architect with Cockfield Jackson Architects reported the following on January 10, 2012 for The Library Design Collaborative on the Goodwood Main Library.



CONSTRUCTION REPORT

DATE: January 9, 2012

PROJECT: Independence Park Main Library
REPORTED BY: Stephen P. Jackson, The Library Design Collaborative

OBSERVATIONS:

- 1) The existing subsurface drainage system has been demolished.
- 2) The installation of the new subsurface drainage system has started.
- 3) Probe piles have passed the load tests.
- 4) The batter board installation is in progress.
- 5) Pile locations have been marked.
- 6) The final lift of fill material for the building pad has been completed.
- 7) The project construction sign has been relocated to the construction entry on Goodwood Boulevard.
- 8) Pile cap reinforcing steel is on site.

UPCOMING WORK:

- 1) Start driving piles tentatively on January 9th.
- 2) The installation of the pile caps will start tentatively on January 17th.
- 3) The installation of the subsurface drainage pipe under the existing library parking lot is tentatively scheduled for January 12th - 26th.

ATTACHMENTS:

- 1) Two (2) pages of photographs from the site.





Fairwood Branch Library

Mr. Richard Brown, architect with Bani, Carville & Brown reported the following from the job site:

	3718 Government St. Baton Rouge, LA 70804 Phone: 225-343-2267 Data/Fax: 225-343-8929 Email: info@bcbaa.com
	3718 Government St. Baton Rouge, LA 70804 Phone: 225-343-2267 Data/Fax: 225-343-8929 Email: info@bcbaa.com

Construction Report for week #18

Job Name: Fairwood Branch Library	Inspector: n/a
Date: December 14, 2011	Time: 10:30am
Weather Condition: Clear - 70	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

- Weather was clear and the site was dry at the time of observation.
- The locations for the electrical floor boxes have all been laid out.
These will be leveled at the time of the slab pour.
- The floor slab is anticipated to be installed early January 2012.
- The gravel bed for the building slab has been laid.
- Most all of the underslab conduit and piping has been laid and stubbed up.
- Chiller lines are being installed along the pond-side of the property, back to the future location of the chiller.
- Brick mock-ups have been erected. BCB Architects will review the mockups after approximately 3 weeks time, which will give the panels time to dry and cure.
- The 8" portion of the drive has been poured.
- Dirtwork continues throughout the site.



December						
11	12	13	Today	15	16	17
OBSERVED	OBSERVED	OBSERVED	N/A			
			Hi - Lo 61°F	Hi 75°F Lo 50°F	Hi 70°F Lo 50°F	Hi 63°F Lo 45°F
Hi 54°F Lo 38°F	Hi 64°F Lo 50°F	Hi 70°F Lo 47°F	Precip 20 %	Precip 30 %	Precip 60 %	Precip 10 %
Precip (in) 0in.	Precip (in) 0in.	Precip (in) 0in.				

Construction Report for week #19

Job Name: Fairwood Branch Library	Inspector: n/a
Date: December 20, 2011	Time: 10:30am
Weather Condition: Clear - 70	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

1. Weather was clear and the site was dry at the time of observation.
2. A large group meeting was held with all parties involved in the various structural aspects of the project. This included fabricators of the steel frame, timber frame, roofing, light gauge framing, and light gauge trusses.
3. Conduit for electrical and data continues to be installed.
4. The grade beams for the front entry radius walls, as well as the footings for the exterior columns, have been excavated.
5. The underslab gravel bed has been placed.
6. Chilled water lines have been routed from future chiller location, to stubbed-up location within the building perimeter.
7. The 3M security gate's electrical conduit had been run and inspected by the 3M Representative. This will require one further inspection by 3M.
8. Additional drive is currently being formed up at the West site entry.



December						
18	19	20	Today	22	23	24
OVERCAST	OVERCAST	OVERCAST				
Hi 85°F Lo 34°F	Hi 88°F Lo 37°F	Hi 77°F Lo 67°F	Hi 73°F Lo 53°F	Hi 66°F Lo 46°F	Hi 53°F Lo 43°F	Hi 63°F Lo 42°F
1' precip (in) 66%	1' precip (in) 75%	1' precip (in) 6-88%	1' precip 28%	1' precip 91%	1' precip 90%	1' precip 50%

Construction Report for week #20

Job Name: Fairwood Branch Library	Inspector: n/a
Date: December 29, 2011	Time: 10:30am
Weather Condition: Clear - 65	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

1. The job site has experienced significant rain in the past week. This will push
2. The concrete pad for the east entry drive is currently being formed to join the previously poured portion of drive.
3. The pedestal pad for the electrical transformer has been formed and will be poured presently.
4. Brick wall mock-ups have been constructed. The design team is waiting for the mock-ups to cure and dry so that the final appearance can be determined. In the upcoming weeks, we will be meeting on site with the appropriate Library staff as well as the Interior Designers, to finalize exterior finish selections. These include such items as colors and finishes for brick, caulk, roofing, reflective face



December						
25	26	27	Today	29	30	31
☁	☁	☀	N/A	☀	☀	☀
Hi 55°F Lo 45°F	Hi 59°F Lo 47°F	Hi 58°F Lo 38°F	Hi - Lo 41°F	Hi 68°F Lo 47°F	Hi 72°F Lo 48°F	Hi 74°F Lo 50°F
Precip: (in) 0.28in.	Precip: (in) 0.88in.	Precip: (in) 0in.	Precip: 10%	Precip: 0%	Precip: 10%	Precip: 0%

CMU block, storefront, etc.

Construction Report for week #21

Job Name: Fairwood Branch Library	Inspector: n/a
Date: January 8, 2012	Time: 10:30am
Weather Condition: Clear - 55	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

1. The job site has experienced significant rain in the past week.
2. Placed reinforcing steel and poured remaining grade beams and front & rear canopy spread footings
3. Electrical sub-slab rough-in work continues.
4. NW driveway has been poured up near future ROW line.
5. Met on site with Library Admin and interior designers to approve exterior brick panels, and exterior colors.
6. Responded to framing RFI's
7. Slab vapor barrier is being fit around and secured electrical floor boxes
8. Slab vapor barrier and reinforcing steel will be placed early next week (1/10/12), and slab is expected to be poured late next week (1/14/12)
9. December pay application processed reflecting 16% complete.
10. The reinforcing steel for the front columns is in the process of being installed.



January						
Sun	Mon	Tue	Wed	Thu	Fri	Sat
1	2	3	4	5	6	7
OBSERVED	OBSERVED	OBSERVED	OBSERVED	OBSERVED	OBSERVED	OBSERVED
						
HI 59°F LO 45°F	HI 68°F LO 47°F	HI 62°F LO 21°F	HI 66°F LO 21°F	HI 72°F LO 43°F	HI 74°F LO 46°F	HI 76°F LO 48°F
Precip (in): 0.02in.	Precip (in): 0in.	Precip (in): 0in.	Precip (in): 0in.	Precip (in): 0in.	Precip (in): 0in.	Precip (in): 0in.

Rouzan Branch Library

Mr. Mike Sullivan, architect with Looney Ricks Kiss/LRK LLC reported the following:

The construction documents have been submitted to Mr. Jim Frey, of the City-Parish Department of Public Works, Architectural Services for his review.