

TENTATIVE 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
MAY 17, 2012
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 19, 2012
- III. REPORTS BY THE CO-DIRECTORS
 - A. FINANCIAL REPORT
 - B. SYSTEM REPORTS
 - C. OTHER REPORTS
- IV. OLD BUSINESS
 - A. UPDATE ON STATUS OF DIRECTOR SALARY RANGE – AD HOC COMMITTEE
 - B. UPDATE ON STATUS OF LOUISIANA STATUTE CONCERNING CERTIFICATION OF LIBRARY DIRECTORS - AD HOC COMMITTEE
 - C. UPDATE ON CONTRACT WITH WASHER, HILL, LIPSCOMB, CABANISS ARCHITECTURE – SCHWARTZ/SILVER A JOINT VENTURE FOR ARCHITECTURAL DESIGN SERVICES FOR THE RIVER CENTER BRANCH LIBRARY – MS. PATRICIA HUSBAND AND MS. MARY STEIN
 - D. UPDATE ON CONTRACT WITH LOONEY RICKS KISS ARCHTECTS, LLC FOR DESIGN SERVICES TO ADMINISTER THE CONSTRUCTION OF THE ROUZAN BRANCH LIBRARY - MS. PATRICIA HUSBAND AND MS. MARY STEIN
- V. 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.

IN ACCORDANCE WITH THE BOARD'S PUBLIC COMMENT POLICY, ALL ITEMS ON WHICH ACTION IS TO BE TAKEN ARE OPEN FOR PUBLIC COMMENT, AND COMMENTS AND QUESTIONS MAY BE RECEIVED ON OTHER TOPICS REPORTED AT SUCH TIME AS THE OPPORTUNITY IS ANNOUNCED BY THE PRESIDENT OF THE BOARD OR THE PERSON CONDUCTING THE MEETING.

Minutes of the Meeting of the

East Baton Rouge Parish Library Board of Control

May 17, 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 May 17, 2012. Ms. Beth Tomlinson, Treasurer of the Board called the meeting to order at 4:01 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Ms. Tanya Freeman; and Mr. Jason Jacob. Ms. Kizzy Payton and Mr. Derek Gordon were absent from the meeting. Also in attendance were Ms. Patricia Husband, Assistant Library Director of Branch Services and Co-Director; Ms. Mary Stein, Assistant Library Director of Administration 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; Mr. Brian Thornhill, Library LAN Administrator; Mr. Brandon Trent, Library Computer Operator III, and Captain Blair Nicholson of the East Baton Rouge Parish Sheriff's Office. Ms. Carolyn McKnight, Superintendent of BREC, Mr. Davis Rhorer, Director of the Downtown Development District; Mr. Rip Manint of the Parish Attorney's Office; and Mr. Mike Sullivan, architect with Looney, Ricks, Kiss/LRK, LLC were also present. Ms. Amy Wold, reporter with *The Advocate*; and Mr. Frank Hillyard, videographer with Metro 21 also attended along with several people from the community.

Ms. Tomlinson began the meeting with a special welcome to Ms. Carolyn McKnight, Superintendent of BREC and thanked her for allowing the Library Board to conduct their regular meetings in the BREC Commissioners' Room. Ms. Tomlinson asked Ms. McKnight if she wished to speak to which Ms. McKnight said yes. She told the Board that this was the first opportunity she had to come to a Library Board meeting because every time the Board met she had another meeting outside of this building. She said that she is glad that BREC is able to help and serve the Library Board. Ms. McKnight added that she is excited about the continued partnership with the Library as the new Main is being constructed at Independence Park. She said it will be an awesome joint venture. She added that she looks forward to working with the community and in sharing facilities with other agencies so that they can use the citizens' tax dollars wisely. Ms. McKnight concluded her remarks by thanking the Board for inviting her to attend the meeting and she said she looks forward to working with the Board.

Ms. Tomlinson asked Ms. Zozulin to take a roll call which she did.

Ms. Tomlinson then asked for the approval of the minutes of the regular meeting of the Library Board on April 19, 2012. The minutes were unanimously approved on a motion by Ms. Freeman seconded by Mr. Bardwell with one correction.

Reports by the Co-Directors

A. Financial Reports

Ms. Tomlinson asked Ms. Pinsonat to present the financial reports. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances as of April 30, 2012 show operating expenditures of \$8,295,379.89 or 24.76% of the operating budget. Through April the Library should have spent no more than 33.33% of the 2012 operating budget. Cash collections from property taxes for 2012 remained positive as the Library is approximately \$1,000,000 and 2.88% ahead of the same period last year.

Mr. Bardwell asked Ms. Pinsonat about his request that she research the cost of the services of the Parish Attorney in regard to mailing letters to patrons who are delinquent in paying for materials and fines owed to the Library. Ms. Pinsonat replied that she spoke to the Parish Attorney's staff and also to the Budgeting Department. They gave a figure of \$6,200 which was based on actual attorney hours for 2010 and is reflected in the indirect charges to the Library for 2011. She added that this cost is attributable to the fines owed the Library.

B. System Reports

Ms. Tomlinson asked Ms. Stein to present the system reports. Ms. Stein reported that gate count is up along with circulation. She noted that circulation is not the only indicator of library use, but it is the most obvious one. System wide the Library is doing very well especially in the area of electronics. Ms. Stein said the Library does approximately 4,000 free programs throughout the year, but at least half of them occur within a six to eight week period in the summer. Ms. Stein added that all departments are gearing up for the Summer Reading Program which begins on May 23rd.

Then she gave her PowerPoint presentation, *Around the Parish in 90 Seconds* which included the months of April and May. The following were some of the highlights:

- Geek activities at Greenwell Springs Road Regional Branch including the multi-cultural festival
- Services provided at the Library are a result of the goals and objectives of Library's strategic plan.
-
- New free adult resource for life-long learning with *Ed2Go*, on-line; testing and certification included
- Insert in the *Business Report* (requested by Mr. Bardwell) showing the Library geeks business and economic development
- Ms. Stein and Ms. Smart were invited by Ms. Tanya Freeman to discuss social networking in business at the LA Women Leaders Conference on Small Business Entrepreneurship.
- Library celebrated Shakespeare's birthday on April 23rd and also Louisiana's birthday.
- At Jones Creek Regional Branch Martin Brignac's 3-D art is on display.
- Zachary Branch Teen Council celebrated Louisiana's birthday and also performed in a play about the Holocaust.
- The Library emphasizes pre-school experiences and books as a door to learning.
- The Library celebrated Earth Day with activities inside and out.
- The Library supports pre-literacy with Mom and baby signing session because it is never too early to start.
- Dads and kids geeked the chance to make Mother's Day gifts for Mom.
- Mental health counselor and author, David Earl, LPC will present a free anger management workshop in conjunction with the Building Common Ground series at the Library.
- The Library will participate in the *One Book/One Community* read of *A Silence of Mockingbirds: The Memoir of a Murder* by Karen Spears Zacharias.
- Cajun dancing lessons at the multi-cultural festival at the Greenwell Springs Road Regional Branch
- The Library geeks all the children's performances this summer.
- Library Outreach staff participated in the *Life after 50 Expo*.
- Library Legislation Day at the State Capitol on May 23rd. All are invited to attend to support the State Library which provides services to public libraries around the state.

Mr. Bardwell asked about the status of the replacement of the engine in the large outreach vehicle. Ms. Stein replied that the engine for the large bookmobile should arrive on June 28th. She said they were not happy with that answer so they have investigated whether they can get an

engine through the other authorized dealer in Hammond. This would mean that they would have to tow the vehicle to Hammond. Mr. Bardwell asked why the dealer in Hammond couldn't ship the engine to Baton Rouge. Ms. Stein said they will ask the dealer in Hammond if he has located an engine. She said since the engine is under warranty they must go through an authorized dealer for replacement and these are the two dealers that can perform the warranty work.

C. Other Reports

Ms. Tomlinson asked Ms. Husband to give the maintenance and construction reports. Ms. Husband said that in regard to maintenance, the Library is in the process of bidding for sliding entry doors to replace the existing doors at the Baker, Carver and Delmont Gardens Branch Libraries. She noted that they are repairing the underground electrical feeds to the cooling tower at the Baker Branch. At Eden Park they have recently recalibrated the energy management system controls because there was a timing issue on the controls. At the Greenwell Springs Road Regional Branch they changed the modulating control on the chiller.

Ms. Husband noted that the Metropolitan Council approved a change order to complete the exterior lighting upgrade for the Jones Creek Regional Branch Library. The upgrade will result in light poles that are taller and they will contain LED bulbs for added security. The use of the LED lighting will result in energy savings and will also reduce maintenance costs, since the lights will not need to be replaced as often. Ms. Husband reported that Mr. Tim Bankston, Library Facilities Manager, believes the upgrade could save as much as \$4,000 in annual maintenance costs with the use of LED lighting.

At the River Center Branch they are replacing the worn out formica counter tops at the circulation desk with new counter tops. At the Scotlandville Branch they are about 95% complete on the replacement of approximately 850 light bulbs along with some ballasts.

Ms. Husband then gave the construction report update. She said that she visited the Fairwood Branch construction site yesterday and took several photos. The framing is well underway and the rooms are clearly visible. She reported that they are installing the roofing deck. She added that the uncovered trusses are very attractive. Ms. Husband noted that they met with the architect regarding some lighting issues.

She then listed the items that the contractor has completed since the last meeting as follows:

1. The rear patio wall foundation has been completed.
2. Electrical outlet locations have been roughed in and are 95% complete.
3. The majority of the roof decking is complete, with the exception of the high, clerestory roofing and roofing itself will begin on May 21st.
4. A large portion of the parking area has been poured with additional areas being poured this week.
5. The water meter has been installed.
6. The mechanical equipment has been placed in the mechanical attic.

Ms. Husband then discussed the Goodwood Main Library construction. She said that one can clearly see the steel beams behind the current building and that each day the outline of the building gets larger. She noted that the following activities are also occurring:

1. Conduits to hold the telephone, cable and internet services for the building have been installed from Independence Boulevard and backfilling is complete.
2. They are continuing to install the concrete foundation which includes the pile caps, grade beams and pedestals with the concrete foundation work anticipated to be completed by mid-May.
3. Metal floor-decking work started this week. They are continuing to erect the structural steel with an anticipated completion date of August 2012.

Ms. Husband concluded her report by saying that Mr. Mike Sullivan, architect with Looney, Ricks, Kiss/LRK, LLC is present at this meeting and will discuss the Rouzan Branch project. She added that they will discuss the River Center Branch construction project under an item in old business.

Ms. Tomlinson then asked Mr. Jacob to be the time keeper for the public comment period. She asked for any public comments on any of the system reports that were just given. Mr. John Berry, a member of the public, asked if he could speak on any topic related to the Library whether it was covered in the *Reports by Co-Directors* or not. In response Ms. Tomlinson said that he could make a comment on the sub-reports by the Co-Directors. Mr. Berry then said it was his understanding from last month's Board meeting discussion about adopting the changes to the public comment policy introduced by Mr. Jacob that any topic related to the Library could be discussed.

Ms. Tomlinson then read Item 1B from the Public Comment Policy as follows:

- B. The agenda for each regular meeting will also include a public comment opportunity just after the sub-reports by the Director. This additional period of public comment is for comments/questions about any item(s) presented/discussed during the course of the sub-reports by the Director.

Ms. Tomlinson told Mr. Berry that if his comments were not related to the sub-reports by the Co-Directors, that he take his seat, and make his comments at the appropriate time. Mr. Berry replied that he also read that item in the policy and was confused. He, therefore, wished to discuss it. Mr. Berry read the following statement:

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.

Ms. Tomlinson replied that she did not know from where he was reading. He said what is missing is the definition of an agenda item. He added that what he thought Mr. Jacob had meant

to say at last month's meeting, and Mr. Jacob could clarify what he meant if he wished to, was that any comment related to the Library could be discussed.

Ms. Tomlinson said that the public comment policy is very clear and is no different than the policies followed at Metropolitan Council meetings, at BREC meetings and Planning Commission meetings. The policy clearly states that comments can only be made about items discussed in the sub-reports. Ms. Tomlinson emphasized again that they would only take comments on items discussed in the sub-reports at this time and she again told Mr. Berry that if he did not have a comment on the sub-reports that he be seated and allow someone else to speak.

Mr. Berry replied that he did not agree with Ms. Tomlinson and he had a request unless Mr. Jacob had a response. Mr. Jacob said they discussed this at the last meeting and what is written is written. He didn't know if something else was inferred. He added, if he is not mistaken, he believes they can accept public comments if the Chairperson chooses to do so. Mr. Rip Manint of the Parish Attorney's Office then said it is clear that the policy states the comment must be about what was discussed in the sub-reports, reports, or agenda items.

Mr. Berry said he would like to request that this item be brought up at a future meeting. Ms. Tomlinson replied that this is not the time to make the request. He can make the request to a Board member who is the only one who can place an item on the agenda. She again asked him to be seated. He said he has asked Board members for years about placing items on the agenda with no result. Ms. Tomlinson replied that means that the Board members did not see the merit in putting his items on the agenda. She asked Mr. Berry to sit down or be escorted out of the meeting. Captain Blair Nicholson approached the podium to escort Mr. Berry from the meeting if he did not take his seat. Mr. Berry sat down.

Ms. Tomlinson asked if there were any other members of the public who wished to speak about the sub-reports. There being none, Ms. Tomlinson moved on to *Old Business*.

Old Business

A. Update Report on Status of Director Salary Range – Ad Hoc Committee

Ms. Tomlinson said that no actions will be taken on any of the items under *Old Business*, so after the reports are given; she will allow public comments before any Board discussion. She then asked Mr. Bardwell to give his report about the status of the request to change the director salary range. Mr. Bardwell said that as he had mentioned at last month's meeting, they had submitted a request to the City-Parish Department of Human Resources (H.R.) to increase the pay range for the director. H.R. did not accept the Board's salary range, but they offered some alternate ranges. Since last month the staff spoke to the City-Parish Retirement Office and to the Parish Attorney's Office.

He noted that Ms. Stein and he met with City-Parish Administration about the library director salary range and what they are seeking in terms of an adjustment. The discussion was helpful and encouraging, and the next step would be to present this to the Metropolitan Council for their

approval. Mr. Bardwell added that they had not talked about how this is done, but he assumed that they would need to ask that a Council member place the request on the Council agenda. Ms. Stein agreed that this would be the next step. He said that they would try to get the item on the agenda after the meeting of May 23rd since at that meeting the approval of the architect contract for the design of the River Center Branch is scheduled for a vote.

Ms. Tomlinson asked if any members of the public wished to speak. As there were no comments from the public she asked the Board if they had any comments. There were no Board comments, so Ms. Tomlinson read item B.

B. Update on Status of Louisiana Statute Concerning Certification of Library Directors - Ad Hoc Committee

Mr. Bardwell said there was no additional news about the attempt to amend the State statute that specifies that an applicant for the position of library director must be certified by the State Board of Library Examiners in order to be considered for the position. He said the matter is pending with the Legislature and has been assigned to a committee. They are waiting for the matter to be placed on the committee's calendar for a hearing. He said when this is done, they will be notified so that they can attend the hearing and discuss the matter which will hopefully pass.

Ms. Tomlinson asked if any members of the public wished to speak. As there were no comments from the public, she asked the Board if they had any comments. There were no Board comments. Ms. Tomlinson then asked the Board to review the schedule they received from the search firm. The final interview dates are scheduled for Monday, August 27th and Tuesday, August 28th. She said they would like to consider as an alternative to hold the final sessions on Friday, August 24rd and Saturday, August 25th with the interviews being conducted on the 25th. She asked Ms. Zozulin to poll the Board members about their availability.

C. Update on Contract with Washer, Hill, Lipscomb and Cabaniss Architecture – Schwartz/Silver a Joint Venture for Architectural Design Services for the River Center Branch Library – Ms. Patricia Husband and Ms. Mary Stein

Ms. Tomlinson then read Item C. Ms. Husband said that the contract was on the Metropolitan Council agenda on May 9th. They deferred the decision until the next meeting on May 23rd. Ms. Tomlinson asked for any public comments. There were none. She asked for Board comments and there were none.

D. Update on Contract with Looney Ricks Kiss Architects, LLC for Design Services to Administer the Construction of the Rouzan Branch Library – Ms. Patricia Husband and Ms. Mary Stein

Ms. Tomlinson read Item D. Ms. Husband said that the contract was approved by the Metropolitan Council on May 9th. The contract will now go to the Mayor's Office for his signature. She said Mr. Mike Sullivan architect with Looney Ricks Kiss Architects, LLC is here

to give an update on the project. Mr. Sullivan said they have been coordinating the library sanitary sewer and storm connections with the actual development so the two civil engineering packages can come together. They have delivered these plans this morning to Mr. Jim Frey, Special Projects Architect and to Mr. Shannon DuPont both with the City-Parish Department of Public Works (DPW).

Mr. Sullivan said he has also been working on securing the parking lot from JTS Realty. He noted that the civil engineers have added this into the civil engineering package. He said that Mr. Frey and Mr. Carey Chauvin of DPW now have what they need in order for the site to obtain a permit.

Mr. Bardwell then asked for an update on the curb cut onto Perkins Road for the access servitude. Mr. Sullivan replied that he did not have an update, but that he believes that there is a meeting scheduled for next week with JTS Realty, DPW and Benchmark Engineers. Ms. Tomlinson thanked Mr. Sullivan.

Ms. Tomlinson asked for any public comments. Mr. Berry asked if there is any change in the construction driveway as there had been discussions about it being on Perkins and then on Glasgow. He wondered if it was ever resolved. Mr. Sullivan replied that it is currently on Perkins Road and should probably not change. Ms. Tomlinson asked for any other comments. There were none. She then asked the Board for comments and there were none.

Comments by the Library Board of Control

Mr. Bardwell said he wanted to congratulate the staff on the marketing flyer that was an insert in the current issue of the *Business Report*. It is a double-sided sheet with useful information about the Library's resources for business.

Mr. Bardwell said the Board members have received an e-mail from the State Librarian mentioning that the financial disclosure reports are due by May 15th. He said he has no intention of filing one because the statute states that a report must be filed if the board member has the actual authority to spend over \$10,000. He added that his reading of the statute and the City ordinances does not give the Board such authority. The Board is just an advisory Board and that the authority to spend rests with the Metropolitan Council. Mr. Bardwell added that the Council approves the Library's budget and then the staff spends the money as it was approved. He also said that no money can be spent without the City-Parish Finance Department approving it as the delegated authority from the Council.

Ms. Freeman said she wanted to thank Ms. Stein and Ms. Smart for their excellent social networking presentation as they served as panelists for the state-wide small business conference. The evaluation cards were very good and she was quite impressed with our library services and their knowledge.

Ms. Tomlinson said she wanted to thank all of the staff for the incredible hard work they are doing and will be doing particularly this summer. She again thanked Ms. Carolyn McKnight for

coming to the meeting today and thanked her for being here. She said they are excited about the partnership they have with BREC at the new Main Library.

There were no further comments, and so with no further business, the meeting was adjourned on a motion by Ms. Freeman, seconded by Mr. Jacob at 5:00 p.m.

Kizzy Payton, President

Patricia Husband, Co-Director

Mary Stein, Co-Director

MEMORANDUM

DATE: May 17, 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 March 6, 2012 for The Library Design Collaborative on the Goodwood Main Library.



CONSTRUCTION REPORT

DATE: May 8, 2012

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

OBSERVATIONS:

- 1) The subsurface drainage system is complete from the existing 72" pipe to catch basin A-15.
- 2) Conduits for the building telephone, cable, and internet services have been installed from Independence Boulevard and the backfilling is complete.
- 3) The concrete foundation (pile caps, grade beams and pedestals) are continuing to be installed.
- 4) Structural steel erection has proceeded eastward to column line A08.
- 5) The monthly Owner's Meeting was held April 26th.

UPCOMING WORK:

- 1) Continue the installation of the concrete foundation. The concrete foundation work is anticipated to be complete mid-May.
- 2) Continue erecting the structural steel. Completion is anticipated to be August 2012.
- 3) Metal floor-decking from column A01-A08 should start the week of May 14th.

ATTACHMENTS:

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







FIELD REPORT

DATE: May 3, 2012

PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 77°
SITE CONDITIONS: Muddy
WORKERS: +/- 22
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford, Vic Todd, George Griffon, Pierce Langridge, and Mike Thompson

OBSERVATIONS:

- 1) Several activities were underway to dry the site.
- 2) Structural steel erection has proceeded eastward to column line A08.
- 3) The concrete foundation (pile caps, grade beams and pedestals) are continuing to be installed.
- 4) Stair 4 steel & rails are on site.

CONSTRUCTION SCHEDULE:

- 1) Continue the installation of the concrete foundation. The concrete foundation work is anticipated to be complete mid-May.
- 2) Continue erecting the structural steel.
- 3) Metal floor-decking from column A01-A08 should start the week of May 14th.

ATTACHMENTS:


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

This report is not an exact record of discussions held, but a general understanding of topics discussed from the notes taken by the author. If there is an error, omission, or correction required, please contact the Architect in writing within three days of receipt of this report.



Fairwood Branch Library

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






3718 Government St.
Baton Rouge, LA 70806
Phone: 225-343-2267
Data/Fax: 225-343-8929
Email: info@bccba.com

Construction Report for week #37

Job Name: Fairwood Branch Library	Inspector: n/a
Date: April 20, 2012	Time: 9:00 am
Weather Condition: Clear – 70°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

1. The site was observed to be mnddy but workable. Several crews were observed working on-site.
2. The wood truss and glu-lam beam erection is substantially complete.
3. Roof decking is being installed currently. This includes bothy the perforated acoustic metal decking, as well as the corrugated unfinished metal decking.
4. Light gauge framing continues throughout. The Teen Study Area is currently being framed.
5. The final light gauge trusses are being installed, as well as light gauge stick roof framing.
6. The dirt work for the front parking is complete. The installation of the parking lot concrete for this area will commence shortly, weather permitting.

April						
15	16	17	18	19	Today	21
Observed	Observed	Observed	Observed	Observed		
HI 84°F Lo 63°F	HI 81°F Lo 66°F	HI 72°F Lo 57°F	HI 78°F Lo 53°F	HI 80°F Lo 55°F	HI 84°F Lo 59°F	HI 89°F Lo 50°F
Precip (in) 0in.	Precip (in) 0.28in.	Precip (in) 0.19in.	Precip (in) 0in.	Precip (in) 0in.	Temp 20%	Temp 50%

Construction Report for week #38

Job Name: Fairwood Branch Library	Inspector: n/a
Date: April 24, 2012	Time: 10:00 am
Weather Condition: Clear - 75°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

1. The site was observed to be muddy but workable. Several crews were observed working on-site.
2. The light gauge framing continues. The framed ceiling and soffit elements are currently being installed.
3. The glu-lam curb for the skylight has been installed, with the correct slope.
4. The rear patio wall foundation wall had been poured. The through-wall drains have been blocked out. No brick or fencing has been installed as of yet.
5. Electrical rough-in's are being installed throughout the building.



4 Weeks Month			April				Next Month
22	23	24	Today	26	27	28	
OBSERVED	OBSERVED	OBSERVED					
Hi 78°F Lo 50°F	Hi 70°F Lo 49°F	Hi 77°F Lo 48°F	Hi 82°F Lo 53°F	Hi 83°F Lo 54°F	Hi 82°F Lo 56°F	Hi 86°F Lo 54°F	
Precip (in) 0.0	Precip (in) 0.0	Precip (in) 0.0	1 recp 10 %	1 recp 10 %	1 recp 10 %	1 recp 20 %	

Construction Report for week #39

Job Name: Fairwood Branch Library	Inspector: n/a
Date: April 30, 2012	Time: 10:00 am
Weather Condition: Clear - 80°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: James ("Jes") Sanders - Bani, Carville & Brown Architects

1. The site was observed to be dry and workable. Crews were observed working on-site.
2. The majority of the roof decking is complete, with the exception of the high, clerestory roofing.
3. The parking for the front of the building is approximately 1/3 completed. This concrete is to be poured presently.
4. The water meter has been installed.
5. The mechanical equipment has been placed in the Mechanical Attic. This area is being walled off with light gauge framing.
6. Wood bucks are being installed around all windows and doors.
7. The rear patio wall had been formed and poured.
8. Wood fascia has been installed around the entire building.



May						
6	7	8	9	10	11	12
						
Hi 67°F Lo 67°F	Hi 69°F Lo 67°F	Hi 66°F Lo 67°F	Hi 66°F Lo 66°F	Hi 65°F Lo 65°F	AVERAGES Hi 85°F Lo 64°F	AVERAGES Hi 85°F Lo 64°F
17ecp 0%	17ecp 20%	17ecp 60%	17ecp 60%	17ecp 40%	RECORDS Hi 100°F Lo 44°F	RECORDS Hi 100°F Lo 47°F

Construction Report for week #40

Job Name: Fairwood Branch Library	Inspector: n/a
Date: May 8, 2012	Time: 10:30 am
Weather Condition: Clear – 80°	Contractor: Stuart & Company
Job Superintendent: Darren Thibodeaux	Report prepared by: - Bani, Carville & Brown Architects

1. The site was observed to be workable . Crews were observed working on-site.
2. Parking lot concrete pouring was scheduled for Tuesday morning, May 8th, but scattered showers have postponed the concrete pour until later in the week. All formwork for parking was observed by consultants.
3. A window pre-installation meeting was held Monday, May 7th, with general contractor, subs performing the work, architect, and Dupont representative. Correct flashing methods were discussed and a window mockup will follow in the next few days.
4. A pre-roofing conference was held Tuesday, May 7th, with the general contractor, roofing sub contractor, and architect. The roofing shop drawing submittal was reviewed and a roofing schedule was discussed. The roofing sub will begin dropping off roofing material by Monday, May 14, and installation will begin shortly after.
5. The roof framing and decking is almost complete and electrical and mechanical contractors are continuing rough ins. Site work was observed Monday, but concrete pouring will be on hold due to mid week showers.



MAY						
13	14	15	16	17	18	19
					AVERAGES	
Hi 79°F Lo 64°F	Hi 81°F Lo 66°F	Hi 81°F Lo 67°F	Hi 85°F Lo 67°F	Hi 87°F Lo 68°F	Hi 87°F Lo 68°F	Hi 87°F Lo 68°F
Precip 40 %	Precip 30 %	Precip 30 %	Precip 10 %	Precip 10 %	RECORDS Hi 93°F Lo 58°F	RECORDS Hi 96°F Lo 49°F

Rouzan Branch Library

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

Looney Ricks Kiss/LRK L.L.C.

5615 Corporate Blvd, Suite 100B
Baton Rouge, Louisiana 70808
Telephone 225 928 4905

May 8, 2012

Assistant Director
East Baton Rouge Parish Library

Re: May 2012 Construction Report update
Rouzan Branch



Please note the following information to be posted for this month's status on the Rouzan Branch Library Documents:

1. The team is currently coordinating civil engineering between the Rouzan Street Package and the Library Design.
2. The team is also coordinating the library parking area with Benchmark, JTS and DPW.

Please do not hesitate to call with any additional questions or requests.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Mike Sullivan', is written over a light blue horizontal line.

Mike Sullivan, AIA

Baton Rouge Celebration Memphis Princeton