

TENTATIVE AGENDA  
FOR REGULAR MEETING OF THE  
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL  
**MAIN LIBRARY**  
**FIRST FLOOR CONFERENCE ROOM**  
**7711 GOODWOOD BOULEVARD**  
**BATON ROUGE, LA 70806**  
**NOVEMBER 20, 2014**  
**4:00 P.M.**

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 16, 2014
- III. REPORTS BY THE DIRECTOR
  - A. FINANCIAL REPORT
  - B. SYSTEM REPORTS
- IV. OTHER REPORTS
  - A. MAIN LIBRARY AT GOODWOOD
  - B. RIVER CENTER BRANCH LIBRARY
  - C. MAINTENANCE AND ADDITIONAL CAPITAL PROJECTS
- V. NEW BUSINESS
  - A. PRESENTATION REGARDING DESIGN DEVELOPMENT STAGE OF THE RIVER CENTER BRANCH LIBRARY – MR. REX CABANISS, WHLC ARCHITECTS
- VI. OLD BUSINESS
  - A. UPDATE ON SITE SELECTION PROCESS FOR A SOUTH BRANCH LIBRARY – MR. SPENCER WATTS
  - B. ANNOUNCE THE RESULTS OF THE ANNUAL PERFORMANCE EVALUATION OF LIBRARY DIRECTOR – MS. TANYA FREEMAN

THE BOARD MAY GO INTO EXECUTIVE SESSION TO DISCUSS THE CHARACTER, PROFESSIONAL COMPETENCY OR PHYSICAL OR MENTAL HEALTH OF MR. SPENCER WATTS IN ACCORDANCE WITH LA. R.S. 42: 17(A)(1). MR. WATTS MAY REQUIRE THAT SUCH DISCUSSION BE HELD IN OPEN SESSION.

- VII. COMMENTS BY THE LIBRARY BOARD OF CONTROL

**ALL MEETINGS ARE OPEN TO THE PUBLIC**

**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

November 20, 2014

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the first floor Conference Room of the Main Library at Goodwood at 7711 Goodwood Boulevard on Thursday, November 20, 2014. Ms. Tanya Freeman, President of the Board called the meeting to order at 4:03 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Jason Jacob, Mr. Logan Leger, Ms. Terrie Lundy, and Ms. Kizzy Payton. Absent from the meeting was Board member, Mr. Travis Woodard. Also in attendance were Mr. Spencer Watts, Library Director; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Rhonda Pinsonat, Library Business Manager; Mr. Ronnie Pierce, Assistant Library Business Manager; Ms. Liz Zozulin, Executive Assistant to the Library Director; Ms. Kelli Bonin, Library Network Technician I; and Ms. Sonya Gordon, Library Public Relations Coordinator. Captain Blair Nicholson of the East Baton Rouge Parish Sheriff's Office; Mr. Rex Cabaniss, Architect with WHLC, Architects; Mr. Dirk Graeser, videographer for Metro 21; Ms. Andrea Gallo, reporter with *The Advocate*, and four members of the community were also present.

Ms. Freeman asked Ms. Zozulin to take the roll which she did. Ms. Freeman then asked for the approval of the minutes of the regular Library Board meeting of October 16, 2014. Mr. Jacob made a motion to approve the minutes, seconded by Mr. Bardwell and approved unanimously.

### **III. Reports by the Director**

#### **A. Financial Reports**

Ms. Freeman asked Mr. Watts to present the reports. Mr. Watts asked Ms. Pinsonat to make the financial report. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances through October 31, 2014 show operating expenditures of \$27,998,201.15 or 64.81% of the operating budget. Through October, we should have spent no more than 83% of the operating budget.

Cash Collections from Property Taxes for 2014 remain strong, as we are approximately \$1,514,000, and 4.07% ahead of the same eleven months in 2013.

Ms. Pinsonat asked the Board members if there were any questions. There were none.

## B. System Reports

Mr. Watts asked Ms. Stein to present her report. Ms. Stein gave the PowerPoint presentation *Around the Parish in 90 seconds* which included the month of November 2014. Below are some of the highlights:

- On Veterans' Day when the Library was closed to patrons, the items from the Genealogy Department at the Bluebonnet Regional Branch were successfully moved to the Main Library at Goodwood.
- The Genealogy collection on the second floor of the Main Library was opened to the public two days later and has been well received.
- For the third consecutive year, the East Baton Rouge Parish Library has been named a 3-starred library by *Library Journal*.
- Our Library has been acknowledged for the way we manage our system based on our output measures.
- The success of the Mini-Faire<sup>®</sup> resulted in 38 students registering for Teen Robotics Clubs throughout all of our branches. The Library is supporting STEM and STEAM activities.
- The Library partnered with the Baton Rouge Area Chamber in October for Tech Tuesday hosting CFX which is a digital studio that creates silicon masks for TV and media productions.
- Author Gary Stewart and co-author Susan Mustafa who wrote *The Most Dangerous Animal of All* spoke at the Main Library about Mr. Stewart's theory that the Zodiac killer was his father.
- We hosted LaLamp, a group of regional school librarians and media professionals. Our Children's Services and Teen Services librarians presented information for those working with young children and teens.
- We participated in the Louisiana Book Festival downtown on November 1<sup>st</sup>. We announced the *One Book/One Community* selection for the spring of 2015 - *A Confederacy of Dunces*.
- Approximately 2,100 people visited the East Baton Rouge Parish Library's booth at the Book Festival.
- We have a new free database through the Louisiana Department of Motor Vehicles called *Driving-Tests.org*. It provides permit practice tests for teens and anyone else applying for a learner's permit.
- We are hosting the 14<sup>th</sup> Annual Attic Treasures & Collectibles on Saturday, November 22<sup>nd</sup> from 9:00 a.m. – 1:00 p.m.

Ms. Stein then announced that the Fall Fest including the ribbon cutting for the Plaza and the parking lot for the Library and Independence Park will also be held at 10:30 a.m. on Saturday, November 22<sup>nd</sup>. She noted that the Baton Rouge Jazz Ensemble will perform, and the vendor chosen to run the Independence Park Café will be announced. Ms. Stein asked if there were any

questions from the Board. There being none Ms. Freeman asked Mr. Watts to continue with Other Reports.

Ms. Kizzy Payton arrived at 4:10 p.m. and Ms. Terrie Lundy arrived at 4:11 p.m.

#### **IV. Other Reports**

##### **A. Main Library at Goodwood**

Mr. Watts then presented the report on the Main Library at Goodwood. He said the work on the eastern portion of the patron parking lot is almost completed. This morning the Fire Marshall gave his approval. The contractors are stripping the lot and have begun a final cleanup. There is a signage issue at the eastern entrance. Most of the work will be completed by tomorrow. The median work on Goodwood Boulevard was finished today, and the traffic cones will be removed tomorrow. DPW must issue the final approval before the parking lot can be opened to the public. Mr. Watts said that should occur tomorrow afternoon.

Because the weather was warmer today, the zinc surrounds were installed on the monumental sign at the entrance to the parking lot. The large screens should arrive and be installed in about one month. The bollards to protect the building at the drive-through window area have arrived and were installed.

Mr. Watts noted that there are only \$102,000 of punch list items for the Main Library building, and approximately \$200,000 worth of punch list items for the service yard and north courtyard areas outside of the building. Completion of these could take another week or two. He added that BREC has requested that the Library meet with them in January to review and finalize the Cooperative Endeavor Agreement for the shared maintenance work at Independence Park.

Mr. Watts then reported that there was a third sewer back-up on November 4<sup>th</sup>, but that it was not as bad as the first two. A video surveillance of the pipe showed that a 6-inch pipe was jammed into the larger pipe. Over time this caused a blockage and back-up. The contractor removed that portion of the pipe, and replaced it. We are confident that this issue has now been satisfactorily corrected.

Mr. Watts asked the Board if they had any questions regarding the Main Library. There being none, he proceeded to the River Center Branch update.

##### **B. River Center Branch Library**

Mr. Watts said he will not talk in great detail about the River Center Branch project. He said the design development phase has been completed. The architects from WHLC Architects and Schwartz-Silver along with DPW and the Library staff have worked very hard to arrive at this point in the project. Mr. Rex Cabaniss, an architect with WHLC Architects is here to give a presentation on the design development of the project.

Mr. Watts added that since the last Board meeting, there have been no further discussions regarding parking, alternate staging sites, or demolition of the old Municipal Building.

Mr. Watts said that any questions regarding the River Center Branch construction should be made after Mr. Cabaniss' presentation.

### **C. Maintenance Report and Additional Capital Projects**

Mr. Watts asked Ms. Husband to give the maintenance and additional capital projects report. Ms. Husband stated that each month the Library facilities staff performs lighting preventive maintenance. This month lighting work was done at the Central Branch, Delmont Gardens Branch, Eden Park Branch, Fairwood Branch, Jones Creek Regional Branch, Scotlandville Branch, and the Main Library.

Ms. Husband noted that this month, the Facilities staff also conducted boiler repair and maintenance. Boilers were cleaned at the Bluebonnet Regional Branch, and the Central Branch Libraries. Pumps received preventive maintenance at the Bluebonnet Regional Branch, the Central Branch, and the Greenwell Springs Road Regional Branch Libraries. Ms. Husband added that boiler repairs were completed at the Greenwell Springs Road Regional Branch, and the Zachary Branch Libraries.

Energy management systems received preventive maintenance at the Pride-Chaneyville Branch and the Zachary Branch Libraries. The heater in Children's Services at the Pride-Chaneyville Branch was repaired.

The Facilities staff also arranged for the cleaning of the flooring at the Delmont Gardens Branch. They replaced some carpet in the staff hallway at the Main Library due to the sewer back-up there. At the Eden Park Branch they repaired a toilet.

Ms. Husband also reported that the Facilities staff installed conduits to support additional power and data at the Greenwell Springs Road Regional Branch, and the Scotlandville Branch Libraries. She added that this is in preparation for the new flooring installation over the next several months.

She also said that we currently have four large active projects. The first is the exterior lighting project at the Bluebonnet Regional, Central, Greenwell Springs Road Regional, and Pride-Chaneyville Branch Libraries. The project bids came in, the contract was signed, Purchasing will issue a Purchase Order, and then DPW will issue a notice to proceed.

The second project is the flooring replacement at the Greenwell Springs Road Regional and Scotlandville Branch Libraries. Ms. Husband said the Library staff met with the interior designer to refine some details. Work is now proceeding on the construction documents.

The third project is the Bluebonnet Regional Branch renovation. The staff met with the architects to review finishes. Ms. Husband said we will review the overall design development. She noted that this project includes moving Teen Services to the old Genealogy Department. It also includes renovating the current Teen Services area to increase display space, creating small meeting rooms, and expanding the circulation workroom.

Ms. Husband noted that the fourth project is the branch assessment study. The architects are preparing some preliminary reports which the Library staff will review.

Ms. Husband asked the Board if they had any questions. Ms. Freeman asked Ms. Husband to explain why the flooring projects would be a little more expensive because we have decided to keep the buildings open during the project. Ms. Husband replied that when the Delmont Branch was closed for the flooring project, patrons did not have access to the computers, or meeting rooms. So if we keep the building partially open during the project, patrons have access to some of the services they need. These services will move around the building as contractors floor sections of the branch. This will cost slightly more as the project is done in sections rather than all at once.

Mr. Leger asked from where the additional money for the project would come. Ms. Husband replied that we have extra money in the budget from which to pay for the added cost.

Ms. Freeman asked for any public comments. There being none, she proceed to New Business.

## **V. New Business**

### **A. Presentation regarding Design Development Stage of the River Center Branch Library – Mr. Rex Cabaniss, WHLC Architects**

Ms. Freeman read Item A. Mr. Rex Cabaniss, architect with WHLC Architects, thanked the Board members for the opportunity to present the design development plan that the architects have been working on for many months with Mr. Watts, Ms. Husband and Ms. Stein. He projected a series of slides which are appended to these minutes. The first slide is a site plan indicating where the new River Center Branch will be located downtown. The front entrance of the building will face North Boulevard with St. Louis Street on the east, Galvez Plaza on the west, and City Hall on the south. The placement of the building has remained the same as was envisioned in the schematic design phase. Mr. Cabaniss pointed out that there is a large plaza area to the north of the building.

He then proceeded to a rendering of the first floor of the building. This floor contains glass on three sides of the building, making it easy to see inside and outside. Most of the glass is facing north under the overhang, and is solar protected. He noted that an entry vestibule takes patrons into the lobby where the elevators are located. To the east of the elevators is the circulation desk and workroom. This design ensures that patrons have access to library services as soon as they enter the facility. Mr. Cabaniss added that most services would be to the rear of the building which is a theme of the design.

He then discussed the second floor adding that each floor is different. The second floor is dedicated to children and families. There are monitoring devices for the safety and security of children which will provide control and monitoring for those visiting this floor. This was a clear directive of the library staff. Mr. Cabaniss also mentioned that there are beautiful views from the north, east and west with a service area at the rear.

He then showed a rendering of the third floor which has the most square footage. It contains the largest reading room which supports adult collections, a teen area with meeting rooms and space for programming, a Maker<sup>®</sup> Room with green screens, a tech lab, and a recording room. This floor can be characterized as the “work horse” floor because it has so much space for creative activities. This room has high ceilings with open spaces and windows to the north and west. Mr. Cabaniss noted the patron computer commons on this level.

The floor plan for the fourth floor illustrates the large meeting room, the three medium conference rooms in the rear, and the large open terrace which wraps the building to the north and west. This space will be similar to the one at the Main Library where patrons can sit outside to read or enjoy the view. This floor also contains a kitchen, and catering area which can also function as a staff break room. These rooms can be secured, and because activity and noise can occur in these rooms, they are focused on this top floor. Mr. Cabaniss pointed out that the large meeting room can be set up for a banquet, a large meeting or cleared as a large open space for programs.

The last slide presented was a rendering from Town Square looking toward the outside of the building at the front entrance. The third floor and fourth floor are larger programmatically than the first and second floors. Mr. Cabaniss said that is why the floor plates on the first and second floors are smaller. The larger third and fourth floors enabled them to form a plaza at the front entrance. The large cantilever building forms a two story volumetric space for the plaza. This will be an amenity for the public especially during inclement weather.

Mr. Cabaniss again showed the site plan noting that they have maintained the size of the building so that it fits on the site. He emphasized that they worked with the Library staff to design the most flexible, efficient, and cost-effective building. Their cost estimator has indicated that they have stayed on budget. Mr. Cabaniss added that they are proceeding to the creation of the construction documents. He said he'd be happy to answer any questions the Board might have.

Mr. Watts asked Mr. Cabaniss to show the third floor plan again. He pointed out that on that floor there appears to be a large open space on the north side of the building. He wanted to be certain that those present understood that this space is for the adult collection and would therefore, contain shelving for these items. Mr. Cabaniss added that they studied the Main Library because much work had gone into designing this building. They looked at circulation, and the big reading rooms for ideas.

Ms. Freeman said she had some questions. She asked for the number of bathrooms and where they are located on each floor. Mr. Cabaniss replied that he did not have the number memorized, but that they exceeded the code on each floor. He pointed out that the main rest room is on the

first floor opposite the lobby near the circulation workroom. They will be very similar to the layout on the first floor of the Main Library. Mr. Cabaniss said there were three restrooms on the second floor including a family restroom, and four on the third level. On the fourth floor there are several toilets in a large room because this floor will have many people gathering at the same time. Ms. Freeman said she is asking because at times that floor will be shut down. She added she knows how busy we are at times. Mr. Cabaniss replied that they exceed the code on every floor.

Ms. Freeman then asked about the stairwells. She wanted to know where the stairs for patrons are located. Mr. Cabaniss pointed out the stairwells opposite the elevators. He said the stairs at the southeast corner are fire exits.

Mr. Leger asked how the footprint and orientation of this new building compares to the current River Center Branch. Mr. Cabaniss said the footprint is larger as is the total square footage. He added that in some dimensions it is larger and in other dimensions it is smaller. Mr. Leger asked if it is oriented differently on the property. Mr. Cabaniss said it is very different from the current building.

Mr. Leger then asked how close the estimate of the cost is to the budget for the building. Mr. Cabaniss said it is right on-budget based on meetings with the Library staff and the staff at DPW. Ms. Freeman then confirmed what Mr. Cabaniss said that they would not go over the budget because the Library Board was told there would be no additional money approved for this project. Ms. Freeman added whatever it takes stay under budget.

Ms. Freeman asked about the first floor plaza. She asked if there was covering. Mr. Cabaniss pointed out in the rendering of the outside of the building that there is a large soffit two stories above the plaza which produces a large over hang for a plaza area.

Ms. Lundy asked about the number of conference rooms. She wondered how many rooms were designated for teen study. Mr. Cabaniss pointed out the three conference rooms and the large meeting room on the fourth floor for the public. He then noted that on the third floor there is a quiet study room, a Maker<sup>®</sup> Room, a tech lab and a teen programming room. Mr. Watts elaborated that there are also three rooms on the third floor for collaborative study similar to the ones at the Main Library, and the Fairwood Branch. He added that some of these activities could occur in the conference rooms on the fourth floor, but the rooms on the third floor are designed for this type of activity. Patrons using these rooms can interact with teen and reference staff as they work on their projects. These rooms are different from the traditional meeting room on the fourth floor. Mrs. Freeman asked for the total number which is what Ms. Lundy had asked about. Mr. Cabaniss said he'd need to count them as he did not have that number readily available. Ms. Stein thought there were thirteen. Mr. Cabaniss added that there were three different sizes of rooms.

Ms. Freeman asked for public comments. Mr. Harvey Landry, a member of the public, said the outside of the building looks industrial, especially the third floor. Mr. Cabaniss disagreed. He said it is a contemporary design like the Main Library. Ms. Payton noted that the exterior design has not really changed much from the early renderings during the schematic design phase. Mr.



Cabaniss agreed that the design has not really changed much. He added that metal panels clad the exterior.

Another member of the public asked about parking. He said he did not see anything about that. Mr. Watts replied that there is no parking just as there is no parking for the current River Center Branch. That was a subject of considerable talk and debate during the decision-making process to authorize and fund the project. The price tag to develop some type of parking was expensive. Recently, there has been some discussion about the need for more parking downtown. We are proceeding with this project using the parking that is currently available. The Downtown Development District may be able to address this need since they are involved in the growth of downtown. Mr. Watts said it would be wonderful if we had a readily available source for parking, but it is an urban library in an urban location downtown.

Mr. John Berry, a member of the public, asked about the ground floor entrances. Mr. Cabaniss replied that there is a single public entrance at the lobby/café. He added there is a staff entry at the rear of the building. The third doorway is a fire exit door adjacent to the stairwell. Mr. Berry asked if these have been approved by the fire marshal. He also wanted Mr. Cabaniss to point out the exits, elevators, and stairwells on each floor which Mr. Cabaniss did noting that there is a freight elevator near the staff entrance. He added that the freight elevator is conveniently located where delivery and catering trucks would park.

Mr. Berry then asked for the number of books, CDs and other items in the planned collection at the River Center Branch as compared to the number at the Main Library. Mr. Watts said one cannot compare the collection at Main with the River Center because the collection at a main library will always be larger than at a branch. He added that they are planning for between 72,000-74,000 items as opposed to the 65,000 items in the current collection. Mr. Watts said the goal for the new River Center Branch was not to increase the collection dramatically, but to give more space for the materials already in the collection and space for programming and meeting.

Mr. Berry then asked how many computers stations are planned for this new building as compared to the current number there. Mr. Cabaniss said he is now realizing that he should have brought a data sheet with him to answer these detailed questions. Ms. Stein replied that she believes the number quadruples. Mr. Watts said he didn't think it was quite that many. Ms. Freeman told Mr. Cabaniss that he should have been better prepared because he was told he would need to answer detailed questions.

Mr. Berry then asked if the project is over the \$19 million budget approved by the Metropolitan Council and if so, by how much. He also wanted to know when the public could get copies of the slides that Mr. Cabaniss showed at this meeting. Mr. Watts replied that the cost estimate is about \$100,000 under budget which is good. In regard to the slides, Mr. Watts said we have a page on our website for construction project updates. We will post these slides there. Mr. Watts said these slides that we received on-line were darker on the computer monitor. He said we will be sure that the slides placed on the site are sharper and darker than the ones projected during this meeting.

Ms. Freeman then said that the public continues to ask about parking for this branch. She

emphasized that this branch was designated as an urban library and that parking was not part of the original plans. It was thought that, as such, patrons would be biking, walking or taking the bus to this location.

Mr. Landry then asked if the Library staff has a projection for the first 3 to 5 years of the number of patrons who will use this new facility. Mr. Watts answered not off the top of his head. He did say we do traditionally experience a healthy increase in use for new facilities. He noted that because of its location and prominence downtown and the growth of the downtown area people will be drawn to visit the building. The high technology to be found at this branch will attract those in the technology industry. Mr. Watts added that in the new Main Library we seen an increase in the number of visits by up to 300 patrons per day. He said an increase of this nature is fairly typical. Usually the increase ranges from 20 to 50 percent. He noted that the one impediment will be the lack of dedicated parking for that branch. He also said that some of the programs and services will be offered from 4:00 p.m. to 8:00 p.m. when those working downtown would leave this area, freeing up parking for patrons.

Ms. Freeman noted that the number of people who come to the Fairwood Branch and the Main Library has far exceeded the number they initially expected because of the programming and services that are offered.

A member of the public asked if the use of the library by those chosen as jurors has been addressed. Ms. Stein said jurors still visit as private citizens. The member of the public said jurors were told to report to the River Center Branch before going to court. He felt this would inflate the numbers fairly quickly. Ms. Lundy noted that she actually experienced this situation recently. When one serves on a jury, it is not required that the juror go to the library. If a juror is in the library, it is voluntary. Mr. Bardwell said that once the courthouse opened, there was sufficient space for jurors to wait there. The member of the public said downtown is growing and this new library will be a tremendous asset.

Mr. Berry asked if the public would be given a copy of the slides today. Mr. Watts replied that by tomorrow afternoon the drawings will be posted on the website.

Ms. Freeman asked if there were any other questions. There being none, she proceeded to Old Business, Item A.

## **VI. Old Business**

### **A. Update on Site Selection Process for a South Branch Library – Mr. Spencer Watts**

Mr. Watts said we have asked the public over the last several months to inform us if there is a suitable site for a south branch library that we have not considered. He said, besides the sites found by LEO, LLC, there is another one located on the corner of Bennett Drive and Lee Drive which is very attractive. It consists of 2.9 acres of land on two lots across from Lee High School. There is a pool and house on the property which would need to be demolished. The property is well situated near the center of the library service area. It is very accessible, visible and near

established subdivisions. There is an issue of traffic on Lee Drive especially around Lee High School.

Mr. Watts added that the property owner is interested in selling to the Library. However, after some initial discussions, it was discovered that there is a restriction in that subdivision. The property is zoned as A1 which is acceptable for a library. But after some discussions with several of the homeowners, there are concerns about light, sound and traffic from a branch library located adjacent to residences. Mr. Watts noted that there are ways to mitigate these issues. Natural buffers and fencing could be installed also along with storm water management. This will be a lengthy and complex process. Mr. Watts added that we would want to talk to other people near the site who live outside of the subdivision. He said we would want to ensure all that the Library would be a good neighbor.

In light of this new site, Mr. Watts said that he has asked SJB Group and C-K Associates to add this site to their desktop engineering and wetlands analysis of the five sites chosen by LEO, LLC. He said he'd like to present the findings on the six sites at next month's Board meeting. Mr. Watts added that we will continue to look for other sites in the area that might be acceptable.

Ms. Freeman said since we would need to purchase land, we would need to get approval from the Metropolitan Council for this purchase. Mr. Watts added that we would also need approval for a contract for architectural services. He pointed out that these were not needed for the donated property under the previous CEA. He noted that there is enough money in the capital projects reserves to fund this.

Ms. Freeman asked if there were any other comments or questions by the Board. There being none, she asked for public comments. Mr. Berry asked if the Library has contacted the Metropolitan Council member for that area and also the Planning Commission. Mr. Watts said as we proceed along, we will talk to them. We will not talk to them about every property of which we are aware, but only of those that appear to be a real prospect.

Mr. Berry asked if this information will be on the Library website. Mr. Watts replied when the selections are more certain, they will be posted on-line. Ms. Freeman said this site on Bennett Drive is a very new consideration; the staff having just met with the neighbors.

Ms. Kathy Wascom, a member of the public, said Lee High School is under construction. She said they were told there may be walking paths from the high school to the neighborhoods. She noted her neighbors want to be able to walk and bike ride to nearby areas. Ms. Wascom added that it would be convenient to go to the library if the Bennett Drive site works out.

Ms. Freeman asked if Ms. Wascom was expecting a walkway over Lee Drive to which Ms. Wascom replied no. Rather it could be a brick crossover similar to the one at Trader Joe's. She said Lee Drive is busy, but it could be worked out. For example, there are flashing lights on Goodwood Boulevard at a busy stretch of road. She added that many families with children are moving to her neighborhood. They want to walk and bike in the area. Ms. Freeman said it would be exciting if this could be worked out.

Mr. Berry asked about adding a traffic light there. Mr. Watts said we would need to work with Lee High School personnel to coordinate with their traffic flow plans and try to determine what type of safety features are needed in this busy area. Mr. Watts noted there are no traffic lights at the Bluebonnet Regional, or at the Fairwood Branch Libraries. He said a traffic light is not necessarily a requirement for a library site. Mr. Berry added that a traffic light would be helpful especially as students from Lee High would come to that branch. Ms. Freeman agreed we might need to work on a traffic signal or warning light.

Ms. Freeman asked for any further public comments. There being none, she read Item B.

**B. Announce the Results of the Annual Performance Evaluation of Library Director – Ms. Tanya Freeman**

**The Board May Go into Executive Session to Discuss the Character, Professional Competency or Physical or Mental Health of Mr. Spencer Watts in Accordance With La. R.S. 42: 17(A)(1). Mr. Watts May Require That Such Discussion Be Held in Open Session.**

Ms. Freeman said this is the second time we have evaluated Mr. Watts' performance. He has done an excellent job. He came to us with experience in library construction and this was one of his strong points. He has shown his ability in managing construction projects with the opening of the Fairwood Branch and the Main Library at Goodwood. Mr. Watts has demonstrated his abilities in working on the River Center project, and the search for a location for the south branch library.

Ms. Freeman added that he is one of the few directors who manages over 500 employees, and over 390,000 square feet of real estate in our 14 buildings located throughout the parish. It is quite a task to keep up with these responsibilities.

She added that Mr. Watts did very well, and last month he provided the Director's overview. It was a very informative presentation. We have had tremendous growth in our library branches.

Ms. Freeman stated that even with his excellent evaluation, Mr. Watts for the second time will regretfully not receive a salary increase. He was hired at the highest step for his position. The Board had hoped they could get an approval to increase Mr. Watts' salary, as the City-Parish was conducting a wage and salary review. Ms. Freeman said the Board has not been able to get the approval to increase his salary. But she added that the Board hopes to be able to look at this again very soon because the Board wishes to retain Mr. Watts as the Director.

Ms. Freeman thanked Mr. Watts for his work which has been well done. The Board and all present applauded Mr. Watts for his achievement. Ms. Freeman said she has been amazed at how much Mr. Watts accomplishes.

She then asked for any comments by the Board. There being none, Mr. Watts said he wished to make a comment. He thanked all of the Board members and the staff and the community for their support especially involving the approval of the purchase of the site for the Outreach Services Division. We need this facility because of the tremendous growth of Outreach Services through the vision of the Library Board. Mr. Watts noted that this Division has grown to such a point that it needs a larger facility. The staff has worked in an area which is too small for their needs. This new space will help them to be more productive and efficient. There is also a large service yard for the vehicles. We will also have a back-up center for the Library network and also for the City-Parish IS Department.

## **VII. Comments by the Library Board of Control**

Ms. Freeman asked for additional comments by the Board members. Ms. Freeman reminded everyone that libraries are not what they used to be. We have a cutting edge library. She also reminded all to attend the ribbon cutting with our partner, BREC, for the Plaza on Saturday. The east parking lot is now completed and we want to thank all of our patrons for their patience and kindness. The benefits are wonderful.

There being no further comments, and with no further business, the meeting was adjourned at 5:12 p.m. on a motion by Mr. Jacob, seconded by Mr. Leger.

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Ms. Tanya Freeman, President

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Mr. Spencer Watts, Library Director

**DATE:** November 13, 2014  
**TO:** Library Board of Control  
**FROM:** Spencer Watts  
Library Director  
**SUBJECT:** Construction Report

### Goodwood Main Library

Steve Jackson, architect with Cockfield Jackson Architects reported the following on November 6, 2014 for The Library Design Collaborative on the Goodwood Main Library.



#### CONSTRUCTION REPORT

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DATE: November 6, 2014

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

**OBSERVATIONS:**

- 1) The Monthly Owner's Meeting was held on October 30, 2014.
- 2) The cleaning of the exterior building surfaces continues.
- 3) The parking lot paving is complete.
- 4) The landscaping is almost complete.
- 5) The reflecting pools and splash pad are operational.
- 6) The asphalt is approximately 70% complete at the Goodwood Boulevard median.

**UPCOMING WORK:**

- 1) The Parking lot signage and striping, and pavers should be installed by the beginning of next week.



Looking across the Plaza at the Library.



Looking across the Splash pad at the Library Entry.





Looking from the southern roof garden to the new Goodwood parking area.



Looking from the parking lot to the Drop Off Canopy and the Plaza.



Looking from the roof to the Plaza.



Looking toward the northern reflecting pool.



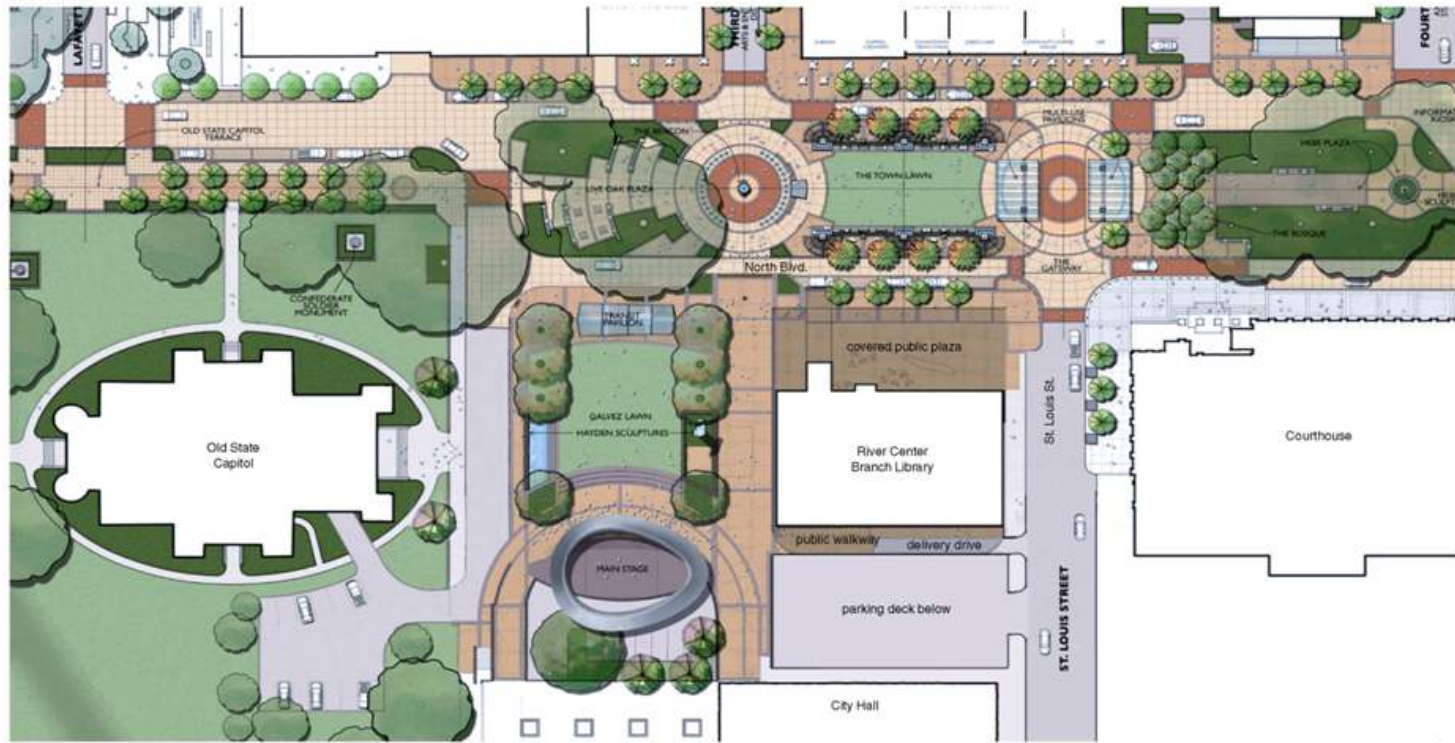
Looking toward the Plaza at the fern garden at the Memorial Oaks.



Looking east at the Goodwood Boulevard Median work.

## site plan

50,880 gsf total



## Schematic Design

EBRPL RIVER CENTER BRANCH LIBRARY  
July 18, 2013

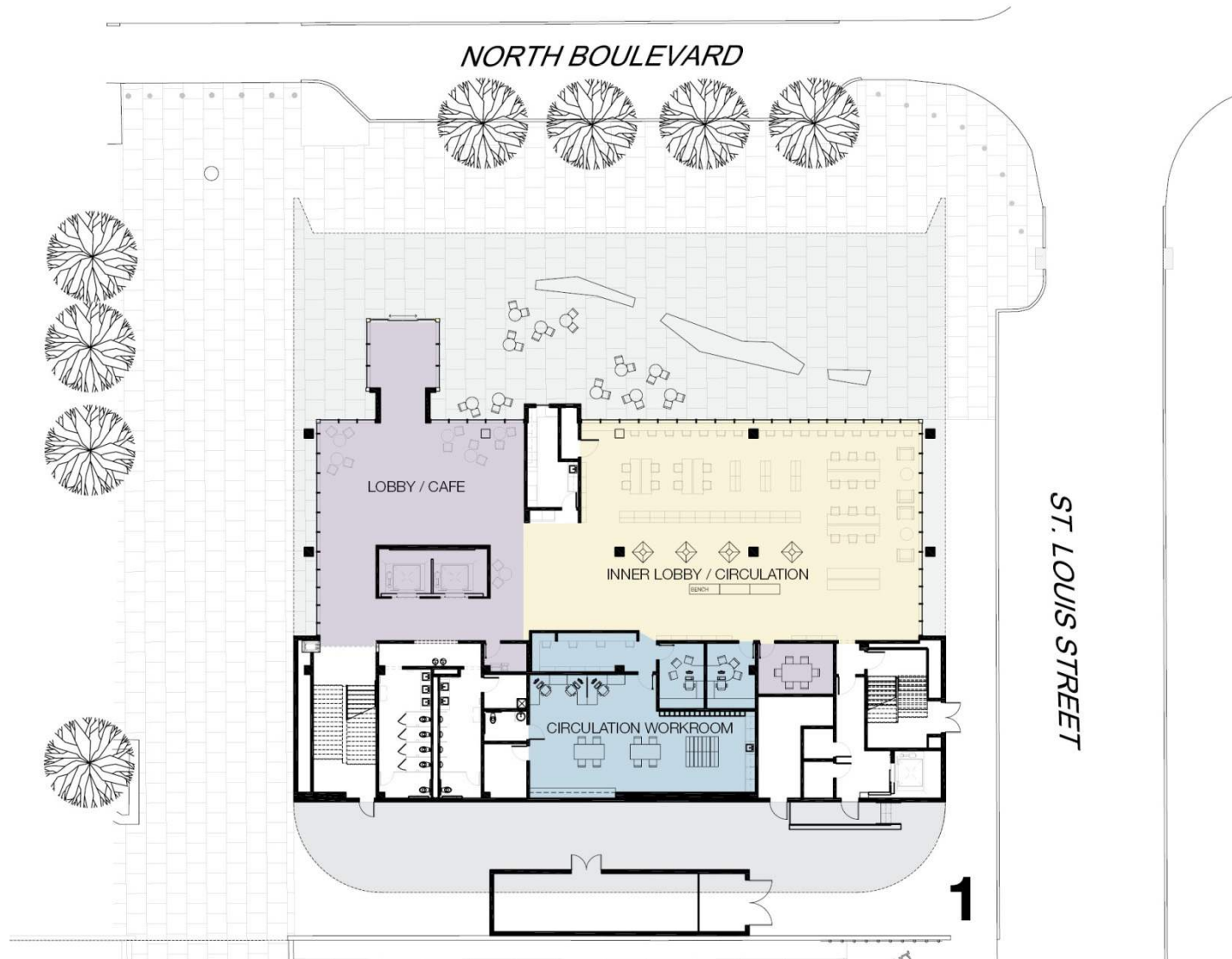


WH&C Architecture • Schwartz/Silver  
A Joint Venture

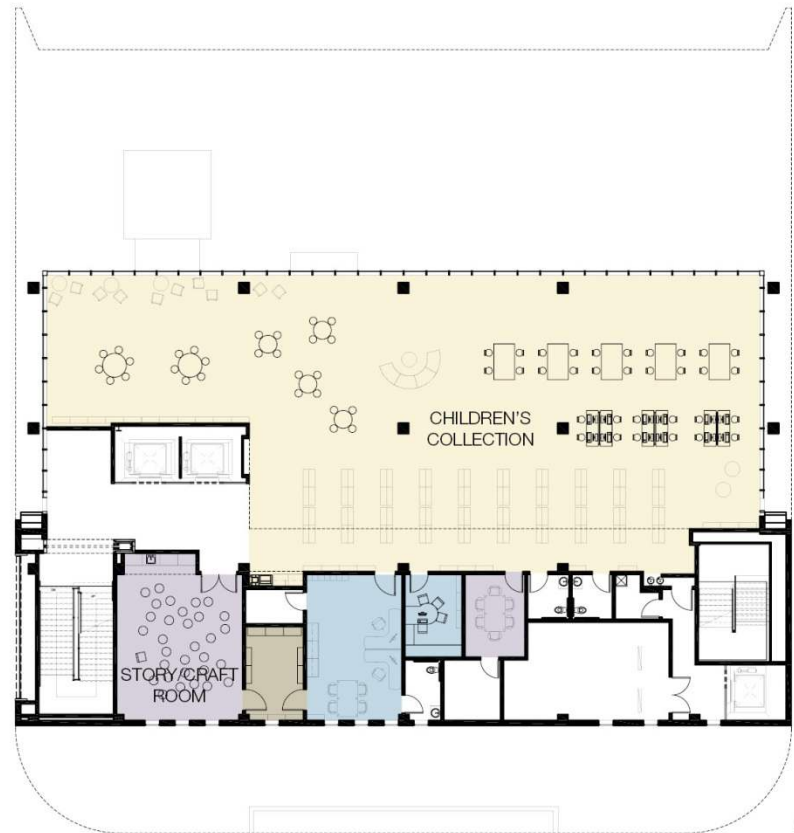
### site plan / level 1 features:

- large covered outdoor plaza at street level
- lobby, cafe and popular patron areas at first floor are visible from street
- circ workroom is well located for deliveries and service
- provides pedestrian connection from Galvez Plaza to St. Louis St.
- public toilets can be integrated without negative impact to plan and are under cover
- building facade facing Galvez Plaza can be used as a technology wall for broadcasts, movies, etc.









2



**3**

