

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
NOVEMBER 21, 2013
4:00 P.M.

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 17, 2013

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORTS
- C. OTHER REPORTS
 - 1. GOODWOOD MAIN LIBRARY
 - 2. RIVER CENTER BRANCH LIBRARY

IV. OLD BUSINESS

- A. UPDATE REGARDING SITE FOR SOUTH BRANCH LIBRARY
- B. REVIEW AND ACCEPTANCE OF AGREEMENT WITH BATON ROUGE METROPOLITAN AIRPORT FOR WIND SHEAR MONITORING DEVICE TO BE LOCATED AT THE SCOTLANDVILLE BRANCH LIBRARY SITE - MR. SPENCER WATTS

V. NEW BUSINESS

- A. INTRODUCTION OF MR. LOGAN LEGER, NEW MEMBER OF LIBRARY BOARD OF CONTROL - MR. TRAVIS WOODARD

VI. 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 21, 2013

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 Thursday, November 21, 2013. Mr. Travis Woodard, President of the Board called the meeting to order at 4:05 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Charles P. “Chip” Boyles, II, Ms. Tanya Freeman, Mr. Jason Jacob, Mr. Logan Leger, and Ms. Kizzy Payton. 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; and Mr. Brandon Trent, Library Network Technician. Mr. Davis Rhorer, Director of the Downtown Development District; Mr. Leo D’Aubin of the Parish Attorney’s Office; and Captain Blair Nicholson of the East Baton Rouge Parish Sheriff’s Office also attended. Ms. Elizabeth Crisp, reporter with *The Advocate*; Mr. Quincy Hodges, reporter with *Nola.com*; Mr. Frank Hillyard, videographer for Metro 21; and about fifteen people from the community were also present.

Mr. Woodard asked Ms. Zozulin to take the roll which she did. Mr. Woodard then asked for the approval of the minutes of the regular Library Board meeting on October 17, 2013. The minutes were unanimously approved on a motion by Ms. Freeman, and seconded by Mr. Jacob.

Reports by the Director

A. Financial Reports

Mr. Woodard asked Mr. Watts to make his reports. Mr. Watts then asked Ms. Pinsonat to present the financial reports. Ms. Pinsonat said that the Statement of Revenues, Expenditures, and Encumbrances as of October 31, 2013 show operating expenditures of \$24,427,901.41 or 60.64% of the operating budget. Through October, the Library should have spent no more than 83.3% of the operating budget. Cash collections from property taxes for 2013 are up slightly, as the Library is now at \$730,000 or about 2% ahead of the same eleven months in 2012. Ms. Pinsonat asked if there were any questions, and there were none.

A. System Reports

Mr. Watts asked Ms. Stein to present the system reports. She gave her PowerPoint presentation, *Around the Parish in 90 Seconds* which included the month of October and November. The following were some of the highlights:

- The Louisiana Book Festival on Saturday, November 2nd was a success. Mr. Watts assisted the Outreach staff in setting up the booth around the Library's large bookmobile.
- Mr. Woodard and his sons enjoyed seeing the resources that Mr. Adam St. Pierre, a Reference Librarian showed them.
- Mayor Kip Holden visited the bookmobile and greeted some school age patrons.
- Local Author and LSU Forensic Anthropologist, Ms. Mary Manhein, spoke about her work and autographed her books.
- The Food for Fines drive at the Library is a huge success. Patrons are donating food even if they do not owe fines. The Greater Baton Rouge Food Bank has already picked up filled barrels from each branch, and the food continues to come in.
- On November 12th, the Library hosted a Sneak Peek Day in the new Main Library for among others, the media, other City-Parish agencies, and POPL Board members. Channel 2 News interviewed Mr. Watts.
- Mr. Jon Emerson, Landscape Architect, showed renderings of the donated stained glass window.
- Staff conducted tours of the building for the guests, highlighting features in each department.

Ms. Stein told the Board members that if they missed the tour, and wished to see the inside of the new building she could make arrangements for them. There are only a few days when the building is off limits to the staff.

Ms. Stein noted that on November 13th the LED lights were turned on in the columns and on the floor in Children's Services.

She noted that they have received good local press regarding the new Main Library. She added that the Urban Libraries Council used social media commenting on what was happening here. Also the magazine, *Library Journal*, featured the new Fairwood Branch Library in print and on-line. Ms. Stein said that on-line our Library was shown first and prominently featured. She said the same magazine awarded the East Baton Rouge Parish Library a 3-star designation for the second year in a row. Ms. Stein also said it is a rating based on a few measures that the Library does not feel reflects the whole system. She did say that none the less the Library is happy to be recognized. She said the patrons should feel proud because it is the patrons who enabled them to get this recognition.

Ms. Stein noted that Mr. Watts, Ms. Husband, Ms. Pinsonat and she attended the Fall Library Administrator's Workshop. Ms. Husband, Ms. Pinsonat and she also attended an intense workshop on procurement after an emergency sponsored by the Governor's Office of Homeland Security & Emergency Preparedness (GOSHEP).

She said they had a fun activity at the back wall of the old Main Library with *Gogh Book It* which featured balloon bombing the wall with paint. They also had discussions with veterans in commemoration of Veterans' Day.

Ms. Stein said that in December the theme will be "Let It Snow"! They are bringing back the dome from the Louisiana Arts and Science Museum (LASM). The program will contain Christmas music and a light show for the whole family. Mrs. Claus will again travel to each branch library, including Main with Silly Nilly, the holiday elf. They will collect children's letters and deliver them to Santa.

Ms. Stein then said that Teen Services staff just completed a whole month of book talking in middle and high schools. They visited 144 classrooms and spoke to 4,630 students enticing them to read and issuing library cards.

Ms. Stein asked if there were any questions. Ms. Payton replied that the updates were fabulous. She said that they would like copies of the articles and links to the on-line stories from *Library Journal*. Ms. Stein agreed to send that information to the Board.

C. Other Reports

Mr. Watts then spoke. He noted that out of the 7,100 libraries only 163 are accorded stars by *Library Journal* and only one was in Louisiana. He added that it is a nice accomplishment for our Library system. *Library Journal* uses a complicated set of matrices and statistics on a few outputs so libraries fall in and out of the star designation. A miniscule change in a category like circulation can have an effect on the rating. However, Mr. Watts added that when a system does receive a star rating it indicates the quality of its service and what it offers patrons.

He then said that the on-line version of the article that mentioned the Fairwood Branch Library really illustrates the wonderful interior of the building. He said they will send the Board the links to the articles.

Mr. Watts then gave an update on the Goodwood Main Library. He said that tomorrow they would be meeting with the architects and DPW to determine how much of the building is actually completed. This will affect the date for the move into the new building. The bid date for the move was December 5th. But the staff, DPW and the architects are concerned that the building is not sufficiently completed for the beginning of a successful relocation on December 5th.

There has been a lot of good progress since the Sneak Peek event. Every day one can see a variety of activities going on. But he noted that we are concerned about the 5th and could change the date to the 12th or 15th. But we would not want to move in January, as the Library is very busy at that time of the year. Mr. Watts added that we would want to be in the new building and operational by mid-January at the latest.

He said that some furniture did start to arrive on October 21st. Shelving arrived, but without some of the end panels. However, the shelves are stable even without the end panels. Some furniture did not arrive from the manufacturer, and is on back order. Some tabletops for computer furnishings have not arrived.

Mr. Watts noted that the tiles for the Teen Services Department were damaged from the manufacturer. They were rejected and some temporary tiles have been installed for safety reasons. He added that millwork has not been completed in several areas.

He also said the architects are not giving them punch lists, but rather “construction observation deficiencies” reports. These reports are very long and detailed, and are issued for each area of the building. Mr. Watts added that some of the reports contain as many items as one would see on a typical punch list for an entire building. The reports contain items one would see on a punch list.

Mr. Watts highlighted the following items regarding the new Main Library:

- Phone lines are in the elevators; data line connections are complete and some switches are in place so that the Ethernet is operational, and the HVAC system can work and be monitored by DPW.
- DPW has arranged for attic stock to be temporarily stored in the old Lobdell Fire Station. Mr. Watts thanked DPW and the Fire Department for arranging this storage.
- Terrazzo pours are complete in the lobby; grinding and polishing should be done next; first color pours are being done in the hall linking the lobby and the Meeting Room.
- Surf-board light fixtures installation started in the lobby on November 20th.
- The art wall is complete.
- Staff working with architects resolved a floor outlet configuration issue, as well as a blocking problem with several desk units in the Teen Work Room.
- Pulls on interior glass doors interfere with access to locks; a u-shaped bar pull will be substituted.
- Mismatched veneer patterns on several computer bars are being replaced; a delivery problem with some of the architectural woodwork is being addressed.
- Barisol lights in Children’s and Teen areas are in; so are column and floor lights in Children’s.
- Baswaphon panels in the main Meeting Room are installed.
- North Terrace pavers, media, lights, and guardrails have all been installed.
- Concrete retaining walls at plaza and entrance have been poured; base and forms are in place for the drive on the south side of the building. Rebar was in the drive up window area on November 19th; Concrete was poured yesterday (November 20th).
- The Teen Program Wall has been installed.
- Coffered ceilings in Genealogy are complete, along with fire suppression and diffusers; column covers are going in.
- Workstations and furnishings are being installed in the Technical Services area, furnishings are beginning to be installed in various offices and areas on the third floor.

Mr. Watts then discussed the River Center Branch construction project. He said that Mr. Jim Frey, Special Projects Architect with DPW is still reviewing the schematic design documents. He should have a resolution in the near future.

Mr. Bardwell asked if Mr. Watts knew of any particular issues they are having with the River Center Branch project. Mr. Watts replied the issues are the same ones he mentioned at last month's meeting. That is, the cost estimate is almost at budget. DPW would like the cost estimate to be lower, so that they have some money in reserve for contingencies during the design and construction phases of the project.

Mr. Bardwell then asked if the new River Center Branch Library would be able to continue to use the City utility services as it does currently. Mr. Watts said that issue has been resolved through a series of meetings in which the Library was willing to work cooperatively. Several upgrades will be made that will benefit the City because of this project. At this time all parties seem to be happy with the arrangements.

Mr. Boyles then asked about the Library's budget hearing. Mr. Watts replied that it occurred on Tuesday. The Mayor's Office did not make any changes in the Library's 2014 budget. The members of the Metropolitan Council only asked questions of interest. They were concerned about the vacancy rate for unfilled positions. Mr. Watts said that is a problem throughout the Departments of the City.

Ms. Husband then presented the maintenance report. She said the staff is continuing to work with the contractor on warranty issues at the Fairwood Branch Library. She noted that this is not unusual in a new building.

As a result of the flooring project completed earlier this year at the Delmont Gardens Branch Library, the staff is working with the contractor regarding some warranty issues.

Ms. Husband then said that the Library Facilities Maintenance staff completed lighting preventive maintenance at the Baker, Bluebonnet Regional, Eden Park, Greenwell Springs Road Regional, Jones Creek Regional, River Center, and Scotlandville Branch Libraries. The staff also completed preventive maintenance on the boiler at the Greenwell Springs Road Regional Branch. At the Jones Creek Regional Branch they repaired a hand rail on the loading dock. A broken hot water pipe at the River Center Branch Library has been patched temporarily and will be replaced. At the Zachary Branch the boiler has been repaired.

Ms. Husband noted that DPW is working on several large projects for the Library. Those are the following:

- Working on specifications for flooring replacements at the Greenwell Springs Road Regional Branch and the Scotlandville Branch Libraries.
- Working on exterior lighting specifications for the Bluebonnet Regional, Central, and Greenwell Springs Road Regional Branch Libraries.

Ms. Husband added that City-Parish Purchasing is working on two projects for the Library. Those are the following:

- Working on bids for the exterior doors at the Central Branch Library.
- Working on sealed bids for the replacement of the cooling towers at the Baker Branch Library.

Ms. Husband asked if there were any questions. There being none from the Board, then Mr. Woodard asked if there were any public comments on the Director's reports.

Ms. Kathy Wascom, a member of the public, said that in regard to the procurement workshop the staff attended, she wanted to mention the importance of the Library during an emergency. She noted that the Library was the place to go to after Hurricane Gustav. People came for guidance in setting up e-mail accounts, and for contacting FEMA for assistance. Library staff helped many to find services to meet their needs.

There were no other public comments.

Old Business

A. Update regarding Site for South Branch Library

Mr. Woodard read Item A. Then he asked Mr. Watts to begin the discussion. Mr. Watts said the Library had contracted the services of Mr. Grey Hammett, a Managing Broker with Mike Falgoust & Associates to obtain a price opinion on the 3.17 acre site which is the TND Rouzan parcel. He added that if the Library Board decides to pursue this site they would need to get an official appraisal of the property which normally takes six to eight weeks to complete and costs several thousand dollars.

Mr. Woodard then asked Mr. D'Aubin what actions they could take if they are interested in negotiating a purchase agreement for this land. Mr. D'Aubin said they could talk to someone at 2590 Associates with the understanding that there is no commitment by the Library until the Metropolitan Council approves the purchase. He added it would need to be made very clear that there is no commitment by the Library Board.

Mr. Woodard then stated that they could have an informal discussion with 2590 Associates prior to the Council's approval. Mr. D'Aubin noted that both the Library and 2590 Associates would have a specific list of the terms both parties desired prior to the Council's approval.

Mr. Woodard noted that the Board received via e-mail and at this meeting today, the broker's price opinion of the market value of the property in the range of \$11.50/SF - \$12.00/SF, or just over \$1.5 million which is much less than the asking price by 2590 Associates.

Ms. Payton asked if the Board's action to not pursue the donated property in the Rouzan development has to go before the Metropolitan Council. Mr. Woodard replied that the decision

was made that the Council terminate the CEA. A letter was sent to Mayor Holden stating the desire of the Library Board to terminate the CEA. Mr. Watts added that Mr. Woodard wrote the letter, and the staff forwarded this document to the City. There has been some discussion downtown. He added that there may not need to be a formal action taken by the Council, but he wasn't certain of that. The CEA could be allowed to lapse. Mr. D'Aubin said he did not know what was to occur, but he felt it might still go before the Council.

Mr. Woodard explained that at the last meeting, the Board agreed to get an opinion on the value of the TND Rouzan parcel so that the Board would know what a reasonable offer might be. Mr. Bardwell then asked if the size of this property is suitable and big enough for a neighborhood branch library. Mr. Watts replied that it appears that they could build a branch on a lot that size. They would need to be careful on the design and configuration of the building and where it is placed on the lot. He noted that he has placed a branch of the size they are discussing on 2½ acres. They might find that storm water management might be more expensive. Mr. Watts noted that there appears to be some water at the back of the property. He also said that 3½ acres is acceptable and 3-5 acres is ideal. He added that 5 acres in that part of town will be very expensive. This lot is better than some of the alternatives they have considered. He explained that he didn't think they'd need to build a multi-story branch on this property, but it will probably be a tight fit. He said he expects the facility will be very busy. So there will need to be sufficient parking. Ms. Freeman said that was her concern to which Mr. Watts replied it should be acceptable. But before they purchase the property, they would need an assessment of the lot to be sure that all of the acreage is usable.

Mr. Bardwell then asked if they should have an engineering study done to determine the suitability of the property. Mr. Watts replied that they should first see what the level of interest is by the Board and 2590 Associates before they spend money on an engineering analysis. He added that DPW was asked to look at the site. They agreed that they would visit the property with him, so he needs to set up a time for that. He said it would not be a formal study, but rather DPW would point out any issues they see based on their experience. Mr. Bardwell said he'd like a suitability analysis before moving forward with this lot. Mr. Watts asked if the Board would want this type of analysis on every site they consider. Ms. Freeman replied they need this information because based on the criteria for a suitable site which Mr. Watts gave them; this site is on the borderline of an acceptable size. Mr. Watts replied that with 3 acres he felt they could make it work. He pointed out that one of the problems with the Fairwood Branch is that the building is sprawling, leaving less land for parking. He said if the building had been reconfigured, they could have gotten 30 additional parking spaces.

Mr. Woodard then said in his experience they would first talk to the property owner to see if they can agree on the price before they hire professionals. He said if they agreed on a price that is supported by an appraisal, then they would enter into an agreement that would give the Library the right to conduct its due diligence of the site including a conceptual site layout to see if the site would work. Mr. Watts agreed that this is the typical pattern of purchasing property in his experience. Mr. Woodard said this would be a wise approach since they would be offering the seller about 50% of the asking price. He added they may have a very short discussion and then need to look at other options.

Mr. Woodard said the Board needs to figure out if they wish to pursue this site. They also need to decide if they want to explore some other options such as a smaller size lot for a multi-story branch. He also said they need to decide if they are going to look at rental sites. Mr. Woodard noted that there are options besides this TND Rouzan parcel. He felt they could make some decisions without continuing to delay a decision because they are never going to have perfect information.

Mr. Woodard then asked the Board members if any of them would not be interested in offering a price similar to Mike Falgoust & Associates price opinion for the Spinosa property. Both Mr. Boyles and Mr. Bardwell said they were not interested in pursuing the site. Mr. Boyles said based on the reasons he cited at last month's Board meeting, he did not want to consider the site because there are other options. Ms. Freeman also opposed it saying they needed to look at other properties. Mr. Bardwell said he felt even \$1.6 million is too expensive. He said their total budget for this branch is \$6 million which does not include the purchase of land. He felt they would need to ask the Metropolitan Council for at least \$1.3 million for property which he did not feel was justified for this site.

Mr. Woodard said he wanted to discuss the other options they have before they reject this site. He asked Mr. Watts about sites on which they could build a multi-story branch. Mr. Watts replied that the one that is most popular with the staff is a very small lot of 1.1 acres at the corner of Perkins Road and Quail Run Drive. There is a Campus Federal Credit Union adjacent to the property. He added that in order to have enough parking they would need to find a business nearby that would be agreeable to leasing a portion of their parking lot to the Library. Mr. Watts said another solution on this site would be to construct a four-story building; the first floor of which would be parking. The second floor of the building would actually be the first floor of the branch. The staff also feels that this location would be very visible, but there is no signalized entrance. However, there is a traffic light close by at Perkins Road and Quail Drive.

Mr. Woodard asked about the sale price for that property. Mr. Watts said he thought it was about \$1.2 million. Mr. Woodard then noted that the TND Rouzan parcel is about \$1.5 million and the other property is about \$1 million. He added that based on several discussions, many people feel that this is a lot of money. But if these are the two favored sites, and if there is not a lot of available land in that part of town, then the Board needs to make some decisions about purchasing some land or leasing some space in a strip mall. Mr. Woodard said his preference is to buy property so they have some control over the land and can design a branch to meet the needs of the public. He said this would be preferable to leasing a space that will be modified for the Library's use rather than one that is designed for the Library's needs. He added that they would also have other tenants around them that they could not control. Mr. Woodard said he did not think leasing is a desirable option. Ms. Freeman asked if they could discuss leasing to which Mr. Woodard said yes.

Mr. Bardwell said they just received some basic information such as the size and rent for the space for lease. He wants more details. He said remodeling would need to be done. He thought the cost of remodeling would be about \$500,000 which is the same amount as the Ethan Allen building they are considering for Outreach Services. Mr. Bardwell said the advantage of leasing is that they could be operational in half the time it would take to construct a building. He said

the speed of getting operational is a major factor because they have not yet accomplished what they proposed to do six years ago. They could lease a space for five to eight years while continuing to look for land. Mr. Bardwell said a representative of the leasing company is present, and he would like to hear more details if the rest of the Board is agreeable.

Ms. Payton then said since it has taken them six years of trying to work with Mr. Spinosa, she would not want them to now rush into another course of action. Her suggestion was to slow down and talk to the citizens in the area to see what they want, or if they even find it acceptable to have a library in a strip shopping center. She thought some of them would be highly insulted that the Board would consider a branch in a shopping center. Mr. Bardwell asked how they would get that information from the public. Ms. Payton replied by having a meeting with the patrons.

Mr. Watts then said he had asked Mr. D'Aubin about what processes and procedures they would need to follow in order to lease a space. He said he had shared this information with the Board. However, he felt that they might share this information at this meeting because he has some good guidance on this issue.

Mr. Woodard then said it would be good to hear what Mr. Claitor has to say. Mr. Jon Claitor said he is a partner in the Acadian Perkins Plaza at the corner of Perkins Road and Acadian Thruway. He said he visited with Mr. Bardwell and Mr. Watts a couple of weeks ago. He noted that Ms. Payton made a great comment. He said he would like the East Baton Rouge Parish Library to have a branch in this shopping center. But the most important thing is that the citizens like the idea of a branch library there. Mr. Claitor added that they must first of all keep the public in mind. He said he's looking for a tenant that would benefit the center, but before he would offer the 12,500 square feet of space to the Library, they should be sure that the citizens approve of this location.

He added that he is open to an offer by the Library. Mr. Claitor mentioned that they had a bookstore in the center since 1968. They discontinued the retail portion of the bookstore in the early 80's. They are still a law book publisher, still have Louisiana literary titles, and they still sell cookbooks.

He said that when he heard about all of the controversy with the Rouzan development, he decided to contact Mr. Watts and Mr. Bardwell about the space he has available. He said he'd answer any questions the Board might have. Mr. Bardwell asked him if he had spoken to any of the citizens in the area. Mr. Claitor replied that he had spoken to Dr. Will Gladney who is the president of the Southside Civic Association. Dr. Gladney was in favor of the idea of a branch library in the shopping center. He spoke of having a crosswalk from Cloverdale to the shopping center similar to the one for Trader Joe's. Mr. Bardwell asked if Mr. Claitor felt this was Dr. Gladney's personal opinion, or was he expressing the feelings of the residents in the area. Mr. Claitor said he did not think Dr. Gladney was speaking for the residents. They spoke very briefly. He wished that Dr. Gladney was present because he could talk about the residents' opinions of a library there.

Ms. Freeman said Mr. Claitor should make his presentation. Mr. Bardwell replied that this was all Mr. Claitor wanted to say.

He added that the Library staff will need to ask specific questions such as what is the cost to remodel and how long will it take. Mr. Bardwell asked what Mr. Claitor would be willing to do to facilitate the Library's use of the space, and what would need to be done within the space. Mr. Claitor replied that the going rate is quite expensive. He said the Board knows this from getting a broker's opinion on Mr. Spinosa's property. He added that he has a 5½ acre site with several tenants. He agreed with Mr. Woodard's comment that the Library would not have control over who the other tenants would be. Mr. Claitor noted that if the Library located there, they would remodel the shopping center, and add more parking. He said all of this is negotiable and it would be at the market rate. Mr. Bardwell referred to the rendering of the center. He said it appears that there is some area in the back of the new buildings. He asked if there is parking at the rear of the center. Mr. Claitor said there is parking in the rear. It is in the master plan which is in the possession of DPW. He added that he has a reciprocal parking arrangement with Juban's Restaurant, so that provides over 500 parking spaces. Mr. Bardwell asked how many parking spaces are available in the front of the building. Mr. Claitor replied that including Juban's, there are over 550 spaces in the front and, if the Library were to lease the space, he would provide in the contract, 80 more spaces in the rear.

Mr. Bardwell then asked, as the landlord, what would Mr. Claitor do in the interior of the space. He replied that there would be a dollar amount agreed upon prior to signing the lease. He added that he currently has 40 tons of air conditioning, terrazzo floors and a new roof. He also said the building is cinder block with a loading dock. Mr. Bardwell said he noticed there was duct work in the space. Mr. Claitor replied that they removed the duct work after the fire of 2010.

Mr. Woodard then said that they have enough details at this point.

Ms. Freeman said she liked the concept because they could have a usable facility in a short amount of time. However, she had a concern about the difficulty of entering and exiting that shopping center. She said she is also concerned about the parking. She said based on Mr. Claitor's comments about the parking, they do not have a sufficient amount. Mr. Claitor replied that at the rear of the building where he had a 25,000 square foot warehouse, he has temporary parking. He did not rebuild the warehouse. So he said they are proposing to resurface that area into a new parking lot. Ms. Freeman asked how many spaces that would provide. Mr. Claitor said there would be about 85 spaces in the rear of the building. Ms. Freeman said the parking concerns her. Mr. Claitor said he does have an occupancy permit for that building with parking accounted for. He said he didn't know what the parking requirement would be for a library of 12, 500 square feet. But he noted that the City will not allow the Library to lease the space if there is not enough parking. Mr. Watts noted that for a building of that size they would need at a minimum about 75 parking spaces, but ideally about 90 spaces during busy times. Mr. Bardwell asked how many spaces are at the Fairwood Branch to which Mr. Watts said 64. He added that this is the problem at Fairwood. A 15,000 square foot building really needs 80 spaces. He noted that he believes at this proposed site they would be very busy and would need 90 spaces.

Mr. Claitor then said he has an architect who has submitted the master plan to the City. He said they will not be able to negotiate with the Library if there is not sufficient parking. He added that in the current occupancy permit for that building, the parking is set at about 45 spaces. He said that he has control of the parking lot, and so employees would be required to park in the rear of the complex. Mr. Woodard thanked Mr. Claitor for his time.

Mr. Woodard then said they have information on the site of the TND Rouzan parcel, and a rental space. They also know that smaller sites are very expensive. These will cost more in the construction and operation of the building. Mr. Woodard also said that Ms. Payton's comment was well taken. They need to reach out to the civic associations in the service area, and also possibly put up a poll on the Library's website. They would need to publicize it well, so that the public's voices are heard. Mr. Woodard said it is important that they do what the citizens want.

Mr. Woodard then asked for any public comments. Mr. Bill Scheffy, a member of the public, said he lives in the Woodchase Subdivision. He said his property is adjacent to the TND Rouzan parcel. He added that he is a life-long resident of Baton Rouge. He added that he is retired, but was in banking for 25 years. He was a CFO, and was Chairman of the Downtown Development District. Mr. Scheffy noted that he has handled many unusual situations. He said difficulties can be overcome if everyone knows how to work to get the goal accomplished. He said one of the projects he co-chaired was the first Community Report Card that the Baton Rouge Area Foundation now produces. He noted they look at various services in the community including the Library. He said the Library always scores highest because they have always done what they said they would do. That trust is hard to earn, and once lost is hard to get back.

Mr. Scheffy said he was on the Baton Rouge Area Chamber Canvas trip to Portland, Oregon. He said that Ms. Lydia Acosta, the former Library Director and Mr. Tommy Spinosa were also present. One of the side trips they made was to a joint venture library. Looking for a site for a south branch library was an issue at that time. The problem had existed for many years. When they came back to Baton Rouge, Mr. Spinosa began working on the TND concept. He said when they talk about promises made to the neighborhood, one of the few reasons the Rouzan TND was approved was because of the promise of a library. They spoke at the Planning Commission and the Metropolitan Council meeting. The TND was controversial, but the neighborhoods around Rouzan understood that if they supported the TND, they would get a library.

Mr. Scheffy said the Board is now talking about sites on Perkins Road which is overcrowded. He said the site in Rouzan would enable people to walk to the library and not have to drive in the traffic on Perkins. He said he cannot understand why after all the negotiations have occurred, they cannot come to an agreement with Mr. Spinosa to build this branch library. Mr. Scheffy noted that they just had a Smart Growth Conference in Baton Rouge, and the TND was one thing Baton Rouge was doing right. He hoped that there was some way that the Library could still build in the Rouzan development.

Mr. Scheffy then referred to the TND Rouzan parcel saying that even though that site is for sale, anyone who buys it must follow the rules outlined in the TND. So if the Board bought that site, it would not be able to do what it wanted to do without restrictions. He ended his comments by

saying again that he can't believe they cannot overcome the obstacles and build the branch in Rouzan. Mr. Woodard thanked Mr. Scheffy for his thoughts.

Ms. Kathy Wascom, a member of the public, said she is a Board member of the Southside Civic Association. She noted that the association is interested in a branch library, but there was no vote at their last association meeting, favoring one site over another.

Ms. Gayle Smith, a member of the public, said when she began following the activities related to building a south branch, there was free land available which was not used. She said she has a serious problem with paying Mr. Spinosa or any of his companies for land. Ms. Smith also noted that 20% of the TND Rouzan parcel is not available for development. She said the site at Quail Run Drive and Perkins Road is a better site. She would rather pay for that site than give Mr. Spinosa any money. Mr. Woodard thanked Ms. Smith for her comments.

Mr. Harvey Landry, a member of the public, said walking and riding bikes to the library in Rouzan would be fine for those who live in the development. He added that others in the southern part of the parish that would need to drive won't have enough places to park in Rouzan. He asked the Board to correct him if he was wrong. Mr. Woodard thanked Mr. Landry for his comments.

There were no other public comments, so Mr. Woodard made a motion that staff negotiates an informal offer with Mr. Spinosa to present to the Board, and then to the Metropolitan Council, prior to the next meeting for the site on Perkins Road owned by JTS. There was no second to the motion, so it failed.

Mr. Woodard then asked the Board if there was anything else the Board wanted to suggest. He said he is frustrated that they are not moving forward. They continue to delay and postpone decisions. Ms. Freeman said they are not going to agree to the JTS property because it is not the property they want. Mr. Woodard said he'd like to hear what the Board would like to do. Ms. Payton then suggested they look at the sites again from the list that the staff provided in August. She added that they know they must serve the citizens in that area and that they may need to try something unconventional. Ms. Payton added that some of the sites weren't perfect, but maybe if they look at the sites differently, they may find a suitable location. They may need to consider that properties in that area of the parish are expensive. Ms. Freeman then said she would like Mr. Watts to again give them the criteria for selecting a site because they eliminated some sites based on the criteria. She said someone may come forward like Mr. Claitor has done. Ms. Payton said the search should also include properties for lease.

Mr. Woodard asked if the Board would be willing to have a workshop prior to the next Board meeting, so that they can move forward on this decision. Ms. Payton replied affirmatively if necessary. Mr. Woodard asked Ms. Zozulin to poll the Board members and staff for a date for this workshop.

Ms. Freeman left the meeting at 5:20 p.m.

There being no other comments, Mr. Woodard moved on to Item B.

B. Review and Acceptance of Agreement with Baton Rouge Metropolitan Airport for Wind Shear Monitoring Device to be Located at the Scotlandville Branch Library Site – Mr. Spencer Watts

Mr. Woodard read Item B and stated that it would be deferred. Mr. Watts informed the Board that the first deferment occurred because of a railroad servitude that runs across the back of the property. It will need to be addressed. It is interesting that it is not mentioned in any of the prior documents when the Library purchased the site. Mr. Watts added that the City-Parish attorney is working on this. He believes that the parcel of land that the Airport will request will be outside of the area of adverse possession.

New Business

A. Introduction of Mr. Logan Leger, New Member of Library Board of Control – Mr. Travis Woodard

Mr. Woodard read Item A and welcomed Mr. Leger to the Library Board of Control. He said he has known Mr. Leger for the last six months, and they will find him to be a valuable asset to the Library Board. He asked Mr. Leger to make some comments which he did. He said he was looking forward to serving on the Board.

Comments by the Library Board of Control

Mr. Bardwell wished everyone a Happy Thanksgiving.

Ms. Payton said she enjoyed the Sneak Peek into the New Main Library on Media Day.

So with no further business, the meeting was adjourned at 5:23 p.m. on a motion by Mr. Boyles, seconded by Mr. Bardwell.

Mr. Travis Woodard, President

Mr. Spencer Watts, Library Director

DATE: November 14, 2013
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 12, 2013 for The Library Design Collaborative on the Goodwood Main Library.



FIELD REPORT

DATE: October 9, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 70°
SITE CONDITIONS: Dry
WORKERS: +/- 110
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The fabric wrapped panels are being installed.

ATTACHMENTS:

- 1) One (1) page 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.





FIELD REPORT

DATE: October 11, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 70°
SITE CONDITIONS: Dry
WORKERS: +/- 120
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The remaining concrete of the Service Yard is being poured.
- 2) Preparations are being completed to pour the concrete between service yard and theatre.
- 3) The dock leveler is being installed.
- 4) Carpet is being installed on the second floor.
- 5) Fiberglass column covers are being installed.
- 6) TVs are being installed in study rooms.

CONSTRUCTION SCHEDULE:

- 1) The Service Yard concrete slab pour between the service yard and existing theatre paving will be poured Monday, October 14th.
- 2) Furniture installation shall begin on October 21st.

ATTACHMENTS:

- 1) Three (3) pages of photographs from the site visit.

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FIELD REPORT

DATE: October 15, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 69°
SITE CONDITIONS: Dry
WORKERS: +/- 120
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The concrete between service yard and theatre was poured yesterday.
- 2) Work continues on the second floor in preparations for the furniture arrival.
- 3) The elevator weights are on site for the drop tests.

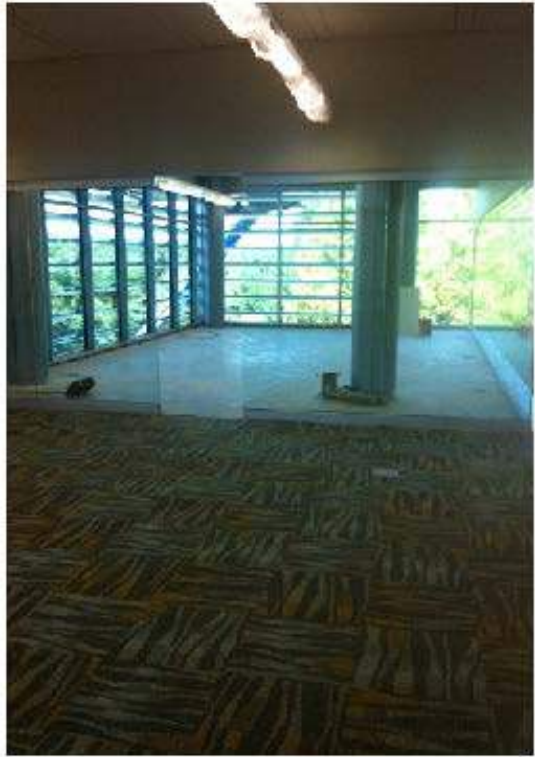
CONSTRUCTION SCHEDULE:

- 1) Furniture Pre-Install meeting is tomorrow, October 16th.
- 2) Furniture installation shall begin on October 21st.

ATTACHMENTS:

- 1) One (1) page of photographs from the site visit.

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FIELD REPORT

DATE: October 20, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 53°
SITE CONDITIONS: Dry
WORKERS: +/- 2
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The service yard drive has been cleaned.
- 2) The loading dock has been cleaned.
- 3) The second floor has been vacuumed for the furniture installation tomorrow.
- 4) The high density shelving in Non-Fiction are being installed.
- 5) Flooring is being installed in the Craft Rooms in Childrens.

CONSTRUCTION SCHEDULE:

- 1) The limestone transition between the BREC paving and the limestone parking area will be installed first thing tomorrow morning before the first truck arrives.
- 2) Furniture installation shall begin on October 21st.

ATTACHMENTS:

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

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FIELD REPORT

DATE: October 24, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Clear - 74°
SITE CONDITIONS: Dry
WORKERS: +/- 110
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) Shelving has arrived and is being installed.
- 2) Steel case is being delivered and staged.
- 3) Reflecting Pool 1 is being poured.
- 4) The gate posts for the service yard are being installed.
- 5) The planters are being installed at the north side of the Meeting Room.
- 6) Roof terrace pavers are being installed.
- 7) Masonry work at the fence walls appears to be complete.
- 8) Flooring continues to be installed.
- 9) Flooring has started on the third floor.
- 10) Wall covering continues to be installed.
- 11) Stretch fabric ceiling continues to be installed. It is complete in children's.
- 12) Teen entry is being installed.
- 13) Glass rails are being installed.
- 14) Genealogy ceiling grid is being installed.
- 15) Millwork is arriving on all floors.

CONSTRUCTION SCHEDULE:

- 1) Resume on site work.
- 2) Finishes are being installed.

ATTACHMENTS:

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

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FIELD REPORT

DATE: October 31, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Cloudy - 74°
SITE CONDITIONS: Dry
WORKERS: +/- 130 Construction (+/- 9 Furniture)
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The monthly Owner's meeting was held today.
- 2) The service yard gates are being installed.
- 3) The walk in the service yard from the western stair is complete.
- 4) The formwork for Reflecting Pool 1 has been removed.
- 5) The carpet installation on the first floor appears to be 90% complete.
- 6) Modular Workstations are being installed on the First and Second Floors.
- 7) The roof pavers are being installed.
- 8) The North Roof Terrace guardrail has been installed.

CONSTRUCTION SCHEDULE:

- 1) Resume on site work.
- 2) Finishes are being installed.

ATTACHMENTS:

- 1) Three (3) pages of photographs from the site visit.

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Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Commissioning Site Visit

Date: October 31, 2013

Project: Independence Park Main Library Baton Rouge, Louisiana

Date Visited: October 31, 2013

OBSERVATIONS

1. Clean all areas of building including but not limited to the following: mechanical equipment and rooms, electrical equipment and rooms, fire pump equipment and rooms, stairs, bathrooms, etc.
2. Refer to pictures attached.

Picture 1



Door are being left open. Keep all doors closed while A/C equipment is operating.

Picture 2



Ceilings are installed. Contractor will have to remove ceiling in areas during commissioning to allow access to VAV Boxes.

Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

Phone 225-490-9583 Fax 225-293-4171

Picture 3



Water on floor in fire pump room. Repair water leaks.

Clean room and equipment.

Picture 4



Dirt has accumulated in pump motors. Clean equipment

including the inside of all pump motors.

Picture 5



Dirt has accumulated in Chiller motors. Clean

equipment including the inside of all motors.

Thompson Building Energy Solutions, LLC

3071 Teddy Drive, Baton Rouge, LA 70809

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Picture 6



Change temporary filter media. This should be done daily with the amount of dirt and dust within building.

Picture 7



Dirt has accumulated in **ALL** VFD's throughout. Clean equipment inside of the cabinet including filters in cabinet.

Picture 8



Door are being left open. Keep all doors closed while A/C equipment is operating.

Observations made by Michael Perkins – Thompson Building Energy Solutions, LLC



FIELD REPORT

DATE: November 7, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Cloudy - 54°
SITE CONDITIONS: Dry
WORKERS: +/- 130 Construction (+/- 7 Furniture)
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The white concrete mockup has been poured.
- 2) The zinc strips for the terrazzo flooring have been installed in the lobby.
- 3) The art wall at the monumental stair has been installed.
- 4) The lights for the Children's entry columns have been installed.
- 5) The light fixture housings for the Children's entry have been installed and the concrete has been poured to secure them.
- 6) Children's collection has been cleaned for the shelving installation
- 7) The Teen entry continues to be installed.
- 8) The temporary floor has been installed in Teens and the Teen Program Room.
- 9) The furniture continues to be installed.

CONSTRUCTION SCHEDULE:

- 1) Resume on site work.
- 2) Finishes are being installed.
- 3) White concrete seatwall mockup will be completed tomorrow.
- 4) Third floor will be ready for furniture tomorrow.

ATTACHMENTS:

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

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