

TENTATIVE AGENDA  
FOR REGULAR MEETING OF THE  
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL  
MAIN LIBRARY  
7711 GOODWOOD BOULEVARD  
BATON ROUGE, LA 70806  
APRIL 15, 2010  
4:00 P.M.

- I. ROLL CALL
- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MARCH 18, 2010
- III. REPORTS BY THE DIRECTOR
  - A. FINANCIAL REPORT
  - B. SYSTEM REPORTS
  - C. OTHER REPORTS
- IV. OLD BUSINESS
  - A. REPORT ON DESIGN WORK FOR NEW MAIN LIBRARY
  - B. REPORT ON ROUZAN DEVELOPMENT – JTS REALTY SERVICES, LLC
  - C. REPORT ON FAIRWOOD BRANCH LIBRARY – MR. RICHARD BROWN - BANI, CARVILLE & BROWN ARCHITECTS, INC.
- 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.**

## Minutes of the Meeting of the

### East Baton Rouge Parish Library Board of Control

April 15, 2010

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the auditorium of the Main Library on April 15, 2010. Mr. Dan Reed, President of the Board, called the meeting to order at 4:07 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Ms. Tanya Freeman, Mr. Laurence Lambert, Ms. Kizzy Payton and Ms. Beth Tomlinson. Also in attendance were Mr. David Farrar, Library Director; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Rhonda Pinsonat, Assistant Library Business Manager; Mr. Tim Bankston, Library Facilities Manager; and Ms. Liz Zozulin, Executive Assistant to the Library Director. Mr. Davis Rhorer, Director of the Downtown Development District; Ms. Nikki Essix, and Mr. Leo D'Aubin of the Parish Attorney's Office; Mr. Steve Jackson, architect with The Library Design Collaborative; and Mr. Norman Chenevert and Mr. Dyke Nelson, architects with Chenevert Architects also attended. Mr. Tommy Spinosa of JTS Realty Services, LLC and several of his pre-construction team, and Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc.; also were present. There were about thirty people from the community in attendance. Mr. Steven Ward, reporter with *The Advocate* and Mr. Todd Brown, reporter with *The Greater Baton Rouge Business Report* were also at the meeting.

Mr. Reed opened the meeting by introducing and welcoming Mr. Laurence Lambert to the Library Board. Mr. Lambert was appointed yesterday by the Metropolitan Council to fill the vacancy left by Mr. Jamie Griffin who resigned in January. Mr. Reed noted that Mr. Lambert is a principal of the engineering firm, ABMB Engineers, Inc. with a Master's Degree in Engineering and a Master's in Business Administration from Louisiana State University. Mr. Lambert said that his field is traffic engineering. He added that he is interested in doing his part to ensure that the East Baton Rouge Parish Library system continues to meet the needs of the residents of the parish. Mr. Reed said Mr. Lambert is a great addition to the Board.

The minutes of the regular meeting of the Library Board on March 18, 2010 was unanimously approved with one correction on a motion by Ms. Freeman, and seconded by Ms. Tomlinson.

#### **Reports by the Director**

Mr. Reed asked Mr. Farrar to present his financial and system reports. Mr. Farrar gave his reports noting that the Statement of Revenues, Expenditures, and Encumbrances as of March 31, 2010 show operating expenditures of \$6,204,055.50 or 19.96% of the operating budget spent. Through March, the Library should have spent no more than 25% of the operating budget. Cash collections from property taxes for 2010 remain strong, with collections to date of \$1,560,000 or 4.9% higher than the same period last year.

Mr. Farrar noted that the East Baton Rouge Parish Library again leads the state in database usage, that gate counts remain high and that circulation statistics have increased along with good programming participation. Mr. Reed added that the circulation statistics for 2009 were up by 2.4% over 2008, and that so far for 2010 circulation has increased by 5.5% over 2009.

Mr. Farrar then asked Ms. Stein to speak about the various Library-sponsored activities occurring around the community. Ms. Stein said that April 11-17<sup>th</sup> is National Library Week. She said some library systems have special programs during this week. However, our library system does not because we have many special programs and events throughout the year. Mr. Farrar added that this week the Library is offering patrons fines amnesty. Patrons can return any materials to the Library paying no fines regardless how long the items have been overdue. The goal is to encourage the return of materials to the collection and allow patrons the ability to again utilize the Library. Starting in May on the last Wednesday of each month, the Library will observe a fines amnesty day.

Mrs. Stein noted that the Jones Creek Regional Branch Library will be celebrating its 20<sup>th</sup> birthday this month. The "Text-a-Librarian" service is now one year old and has grown in popularity and use by patrons. The last activities for the *Big Read: One Book/One Community* program featuring the book, *The Great Gatsby* by F. Scott Fitzgerald are underway. The Library will team with *The Advocate* tonight at the Jones Creek Branch. Several of *The Advocate* staff members will present how to give a "Gatsby-style house party on a budget. Tomorrow night Barnes & Noble Booksellers will host photo opportunities with Jay Gatsby. In celebration of National Library Week, Barnes & Noble has also agreed to donate 10% of the proceeds of customers' receipts to benefit future library programs. Customers simply need to mention the East Baton Rouge Parish Library or *The Big Read* at the check-out counter. Mrs. Stein concluded her remarks by saying that Children's, Teen and Adult Services are preparing for the annual Summer Reading Program. Special books, t-shirts and bags are part of the fun and will be ready for the program beginning at the end of May.

Mr. Farrar said that the American Library Association (ALA) designated April 14<sup>th</sup> as National Bookmobile Day. The timing of this day is especially meaningful to our Library as the Library Board and the ad hoc committee that was formed last year explored the possibility of using bookmobiles to provide service to children who are unable to come to our branch libraries. Our bookmobile and van will arrive about the third week of July and will then be used to deliver materials to patrons throughout the parish. The recognition by ALA confirms what we have learned about the value of bookmobile service.

Mr. Farrar gave a brief report on maintenance projects at the various branches. He said that flooring in the meeting rooms is being replaced at the Jones Creek Branch and should be completed by the end of the week. The cooling tower at the Bluebonnet Regional Branch Library will be replaced now that the vendor, Chillco was selected to do the work. Lighting upgrades will also occur at this branch once the contract is signed.

Mr. Farrar then gave a brief summary of the activities involving the various library projects. He said that there was a Main Library Project Team meeting on April 6<sup>th</sup>. He said that Mr. Steve Jackson will give an update on the project at this meeting. Mr. Jim Frey, special projects

architect with the City-Parish Department of Public Works is producing a timeline with the schedule of activities needed to complete the construction of the Library in the Park.

Mr. Farrar said that Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc. will present an update on the design of the Fairwood Branch Library. In regard to the downtown branch, Mr. Farrar said, as directed by the Library Board last month, his staff is creating a spreadsheet containing the criteria for a potential site along with a list of available sites. This information will be presented to the Board in May. Mr. John Berry, a member of the community, said he has concerns about the downtown library. He said Mr. Trey Trahan, architect with Trahan Architects, presented a design proposal that is expensive. He also referred to the committee that was formed to study options for a downtown library, and Mr. Farrar's talk at a recent Forum 35 meeting at which he discussed the downtown library, naming rights and ExxonMobil's interest in this branch.

Mr. Farrar concluded his remarks by noting that he has been asked to make a brief presentation about the library construction projects to the Finance and Executive Committee of the Metropolitan Council on Wednesday, April 21<sup>st</sup> at 3:00 p.m. He will also speak to the entire Metropolitan Council at their regular meeting on Wednesday, April 28<sup>th</sup> at 4:00 p.m.

## **Old Business**

### **A. Report on Design Work for New Main Library**

Mr. Steve Jackson, architect with The Library Design Collaborative gave his update on the design work for the new Main Library. He said that they have received the approval of the Department of Public Works (DPW) to proceed with the completion of the design work. They plan to have the building design development documents finished and ready to present to the Library Board in May. Then by mid-year the Leadership in Engineering and Environmental Design (LEED) components for the new Main Library construction will be reviewed followed by written comments on the package by the Library staff and the Department of Public Works. Bid packages will be produced in the fall for contractors interested in constructing the building.

Mr. Dyke Nelson, architect with Chenevert Architects, gave an update on the consulting work of his firm. He said once they receive the final documents they will review of the work done by The Library Design Collaborative members in order to evaluate the proposed Leadership in Engineering and Environmental Design (LEED) components for the new Main Library construction. This review in which they look at sustainability factors should take about two weeks to complete. Mr. Nelson said that they hope to present a full report for the Board on LEED in June.

Mr. Reed added that he and Mr. Farrar met with Mr. Bill Palmer, Superintendent of BREC, regarding the Cooperative Endeavor Agreement. He noted that they discussed landscaping concerns and responsibilities. Mr. Palmer plans to submit the final draft of the cooperative endeavor agreement to the Library in about a week. Mr. Jackson asked about the cybercafé to which Mr. Reed replied that there are security issues to be resolved. Mr. Jackson noted that they

have not begun designing the café for BREC. Mr. DuBos, a member of the community, asked Mr. Reed if the construction of the library will be delayed because of the concerns involving the café. Mr. Reed said that BREC moves slowly and that the Library and BREC cannot divorce themselves from this project. However, BREC does have definite ideas about what they want in the café. Mr. Reed noted that in a vote taken five years ago, the Library Board, excluding him, voted to move the Main Library downtown. Then, in 2007 it was decided to build a new Main Library here rather than downtown.

Mr. Bardwell asked if the budget fees have been agreed upon. Mr. Jackson said that Mr. Frey is reviewing the fee adjustment requests to which Ms. Freeman asked if the architects are asking for higher fees. Mr. Jackson replied affirmatively because the scope of the work has changed including additional square footage and LEED certification. Mr. Farrar pointed out that Mayor Holden was particularly interested in the new Main Library being the first LEED certified public building in Baton Rouge.

Ms. Freeman said she would like a project report containing a list of the items that have been completed and where they are currently in the project. She added that it should be a simple report that will not be expensive to produce. Mr. Bardwell suggested a schedule that can be revised so that Board members can refer to it when the public questions them about the building of the new Main Library. Mr. Berry asked for the date of the ground breaking. Mr. Jackson said the groundbreaking could occur early next year and construction would take 18-24 months.

Mr. Berry also said he does not understand who all of the people are that are working on LEED certification and what their role is. Mr. Nelson said that his firm works for DPW and that Mr. Chenevert has hired Mr. John Thompson as a consultant to Chenevert Architects. Mr. Berry then questioned why Mr. Thompson did not work directly for DPW to decrease the cost of the project. Ms. Freeman responded to Mr. Berry by saying that the Library Board is informed of the work being done and is allocating the use of public funds wisely on this project.

## **B. Report on Rouzan Development-JTS Realty Services, LLC**

Mr. Farrar began the discussion of the proposed branch library in the Rouzan development. He said that Mr. Leo D'Aubin of the Parish Attorney's Office has made some further revisions to the Cooperative Endeavor Agreement since last month. Mr. Reed said that the Board had been given the draft document last month, so he asked if the members had further questions. Mr. Bardwell noted that Mr. D'Aubin has incorporated the changes he wanted. Mr. Tommy Spinosa of JTS Realty Services said they agree with the changes.

Mr. Reed summarized a key point in the Cooperative Endeavor Agreement that protects the Library. He said that if the developer cannot proceed with the project, the Library can still move forward. Mr. D'Aubin agreed that the Library has the option to build without the construction of the development or to withdraw from the project completely.

Mr. D'Aubin said that the parking and pedestrian servitude and the temporary construction servitude agreement are new, but that they also allow the Library to proceed with the

construction of the branch building regardless of whether the Rouzan development begins their construction. Mr. D'Aubin added that the construction schedule needs to be finalized. At that point Mr. D'Aubin, Mr. Spinosa and his attorney, Mr. Sam Bacot, looked at the construction schedule created in January, 2010 noting the dates that need to be adjusted. Mr. Reed said that once the Library Board accepts these documents, then the Metropolitan Council and the Mayor will need to also approve this.

Ms. Freeman and Mr. Bardwell both said that they hate to postpone voting on these documents for another month. Mr. Reed suggested voting on these conditionally with the understanding that all of the attachments and changes must be approved by the Parish Attorney. Mr. D'Aubin said that the critical date is the signing of the agreement so that the timeline can be completed. Ms. Tomlinson then asked if the condition is the changing of the dates on the timeline. Mr. Spinosa said they need to adjust the timeline to reflect when the Library actually accepts the donation.

Ms. Nikki Essix of the Parish Attorney's Office advised the Library Board not to vote on something for which they are not comfortable. She suggested having a special Board meeting before next month to vote on the Rouzan documents. Ms. Freeman made a motion to defer voting on the Rouzan documents to a special Board meeting. Mr. Bardwell seconded the motion which passed unanimously.

Mr. Bardwell said that the Metropolitan Council has placed on its April 28<sup>th</sup> agenda the introduction of the acceptance of the Cooperative Endeavor Agreement between the Library and Mr. Spinosa. Ms. Tomlinson asked if they can set the date for the special Board meeting to which Mr. Reed said yes. They all agreed to meet on Tuesday, April 20<sup>th</sup> at 4:00 p.m.

Mr. Browning then asked that someone explain these documents to the non-attorneys before the vote on Tuesday. Mr. D'Aubin replied that he will revise these documents and send them to Mr. Farrar tomorrow. Mr. Farrar will then forward them to the Library Board.

Mr. Berry then quoted from two recent articles in *The Advocate* about lawsuits against Mr. Spinosa's Perkins Rowe development. He also cited an article from *The Greater Baton Rouge Business Report*. Mr. Berry said this is the fifth delay with the Rouzan project. He said that Mr. Spinosa is experiencing financing and legal problems. He added that the Library Board is not serving the public and that they need to sever the ties to Mr. Spinosa.

**C. Report on Fairwood Branch Library – Mr. Richard Brown – Bani, Carville & Brown Architects, Inc.**

Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc. showed the Library Board members four photographs that are models to illustrate the massing of the proposed branch. These photos are not exact drawings of the final design. He pointed out that in the photo of the front view of the main entrance the porte-cochere has been shortened so that it does not extend too far. There was also a photo showing the detail of the entrance canopy. The third drawing illustrated the rear view with the pond behind the building. The last photograph was of the interior adult and reference area with timber trusses.

Mr. Brown discussed the time table for the construction of this branch. He said that the schedule he is proposing assumes timely reviews. In May he said he plans to show the Board additional schematics, and by late May he will submit the full schematics to the Department of Public Works Architectural Division for their review. He said he would then work on design development through July. The creation of the construction documents would take approximately ninety days with the request for construction bids occurring in October. The bid opening could be scheduled for November with a ground breaking by the end of the year. Mr. Reed asked if DPW will require the Library Board to approve the design to which Mr. Brown answered yes.

Ms. Kathy Wascom, a member of the community, asked if the Fairwood Branch Library would be a LEED certified building. Mr. Brown replied that it will be energy efficient, but not LEED certified. Mr. Brown added that the City-Parish government wants the Main Library to be the first LEED certified building. Based on their experience with the Main Library, they will then decide whether other public buildings will also be constructed with LEED principles. Mr. Farrar added that the Fairwood Branch Library will be a sustainable building.

Mr. Bardwell commented that the photograph of the interior adult and reference area with timber trusses looks very similar to the old Fairwood Club House. The site for this library is on the property that once was the Fairwood Country Club.

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

Ms. Tomlinson asked Mr. Lambert to announce the good news about his family. He proudly replied that he and his wife are expecting their third child in about a week.

Mr. Bardwell reminded everyone to attend the last jazz at Chelsea's Restaurant on Wednesday, April 21<sup>st</sup>. Ms. Stein said that the Southern University Jazz Ensemble will be featured.

Mr. Bardwell then mentioned that the Baton Rouge Area Foundation (BRAAF) just published the 2010 *CityStats* report. He said they claim that circulation has declined and therefore, we do not need more library branches. Mr. Reed noted that their statistics were incorrect and that he wrote a response to them. He said he told them that the Library is constructing new branches because these new buildings have so much more to offer than shelves for books. The public wants welcoming and functional spaces in which to meet and to use free print and non-print resources. Patrons want meeting rooms, group study rooms, computers and computer training classes.

Mr. Bardwell added that the *CityStats* report contains charts about services to the public. He said the Library averaged a score of 4.5 out of 5 in user satisfaction. Ms. Stein also responded to BRAAF and said that unfortunately the printed report cannot be edited now. Mr. Farrar stated that BRAAF could possibly make a correction in the on-line version of the report.

There being no further business, the meeting was adjourned on a motion by Ms. Freeman, seconded by Mr. Browning at 5:15 p.m.

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Dan Reed, President

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David Farrar, Library Director