

REVISED AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
BREC ADMINISTRATION BUILDING
BOARD ROOM
6201 FLORIDA BOULEVARD
BATON ROUGE, LA 70806
JUNE 20, 2013
4:00 P.M.

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF MAY 16, 2013

III. REPORTS BY THE DIRECTOR

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

IV. OLD BUSINESS

- A. UPDATE ON THE COOPERATIVE ENDEAVOR AGREEMENT (CEA) AMENDMENT FOR THE BRANCH LIBRARY IN THE ROUZAN DEVELOPMENT AND DECISION ON FUTURE COURSE OF ACTION

**THE LIBRARY BOARD MAY GO INTO EXECUTIVE SESSION TO
SEEK THE OPINION OF THEIR LEGAL COUNSEL PRIVATELY AS
THEY CONSIDER THIS MATTER.**

- B. BOARD BUDGET WORKSHOP AND STRATEGIC PLANNING SESSION –
MR. TRAVIS WOODARD

V. 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.

Revised Minutes of the Meeting of the
East Baton Rouge Parish Library Board of Control

June 20, 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 June 20, 2013. Mr. Travis Woodard, President of the Board called the meeting to order at 4:00 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Charles P. "Chip" Boyles, II, Ms. Tanya Freeman, and Ms. Kizzy Payton. Absent from the meeting was Ms. Melanie Way. 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. Brian Thornhill, Library LAN Administrator. Captain Blair Nicholson of the East Baton Rouge Parish Sheriff's Office; Mr. Leo D'Aubin, of the Parish Attorney's Office; Mr. Faimon Roberts, III, reporter with *The Advocate*, and Mr. Frank Hillyard, videographer for Metro 21 were also present. Several people from the community also attended.

Mr. Woodard asked Ms. Zozulin to take the roll which she did. He then asked for the approval of the minutes of the regular meeting of the Library Board on May 16, 2013. The minutes of the meeting were unanimously approved on a motion by Ms. Payton, seconded by Ms. Freeman.

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 May 31, 2013 show operating expenditures of \$8,425,877.39 or 29.27% of the operating budget. Through May, the Library should have spent no more than 41.67% of the operating budget. Cash collections from property taxes for 2013 continue to remain consistent, as the Library is now 2.08% above the same six months in 2012.

Mr. Woodard then said that a patron had requested that they produce as part of the financial report a cash balance sheet. Mr. Woodard asked if this could be provided each month. Mr. Watts replied that he and Ms. Pinsonat had discussed this and concluded that it would be feasible to do so. He emphasized, however, that this statement would represent the financial status at the time the report is produced, and that it includes the entire range of the Library's assets and liabilities. Mr. Woodard then asked Ms. Pinsonat to submit a cash balance sheet on a quarterly basis. Mr. Bardwell commented that much of the Library's reserve cash is invested to which Ms. Pinsonat stated that all of the Library's cash balance is invested by the City.

A. System Reports

Ms. Stein then presented the system reports. She gave her PowerPoint presentation, *Around the Parish in 90 Seconds* which included the months of May and June. The following were some of the highlights:

- The Summer Reading Program began in May with kick-off activities in every branch.
- Every child who completes the Summer Reading Program receives a book.
- Again this summer teens and children are partnering as Book Buds and Math Buds to reinforce reading and math skills.
- The Library welcomes and accommodates all children including those with special needs.
- Ringling Brothers Circus clowns visited children at the Library prior to the circus' arrival in town.
- Teenage boys and girls are enjoying summer programs. At the Fairwood Branch Library they are using the collaborative space just as the staff envisioned.
- The Library is advertising on digital billboards around town, and with banner ads in areas without digital signs.
- The signage for the *Main Library at Goodwood* appeared on June 15th at 9:30 a.m. It is now visible from Goodwood Blvd.

Ms. Payton asked Ms. Stein how long the digital ads would be running to which Ms. Stein replied for several months through October. She added that for the digital ads the Library is required by City-Parish Purchasing to do a special contractual agreement. In August they will feature a homework help ad and later an ad for the Author-Illustrator program. In October the ad will be about the Attic Treasures event. Ms. Stein said that one of the current ads is featuring Zinio, the Library's free digital magazine service. They have recently increased the number of titles to 300 including some in Spanish and French along with some for children and teens.

Ms. Stein shared a large thank you card that was created by children at the Zachary Branch Library. They were thanking the librarians and staff for the Summer Reading Program which makes the library a "fun place to come" and read.

Ms. Stein then told the Board about a new partnership they have with LSU and C-CELL. C-CELL is the service learning initiative at LSU. The Library is working with Dr. Stan Barrera. The fifth year LSU students who are specializing in teaching reading to children are conducting a summer course. These students will do one-on-one tutoring every day for two weeks in July at the Carver Branch Library. She said that many of the children walk to the Carver Branch making it a good location for the program. Every day the children will work with a reading coach who is a specialist, and they will get an individualized education plan. These children will be ready for school through this program whose goal is to help children love to read.

Ms. Stein noted that statistics are high; programming is successful throughout the Library system. She added that there have been good editorials published in the paper and on TV about the importance of summer reading. Articles have featured Library programs such as the one about bugs. She pointed out that 88 children attended the Farmer Minor and Daisy, the Reading Pig program at the Scotlandville Branch Library.

Ms. Stein then said that they received the evaluations from the Louisiana Library Association (LLA) Conference in March. The East Baton Rouge Parish Library staff received high marks for the programs they presented and the programs developed and sponsored.

Ms. Stein concluded her remarks with an announcement about the staff's participation in the V-Smart user group. V-Smart is the Integrated Library System (ILS) which provides the software that gives patrons access to the Library's collection and other resources. It also contains all of the patron records. The user group meets twice a year and two of our staff participated. Mr. Bryce Tomlin, Librarian III, was elected Vice President of the group. Next May the user group will hold its meeting in Baton Rouge.

C. Other Reports

Mr. Watts then spoke about the new Main Library. He said there are a number of signs of progress on the site. The furniture awards have been made, and are being reviewed. The furniture will hopefully arrive in September, October and November. The loading dock beams on the west side of the building are going up while glazing is occurring on the north entrance storefront. The meeting rooms are becoming more defined. Some finishes are beginning to be installed. Most of the gypsum board has been installed around the building. The air conditioning in the building has been turned off to avoid damaging the HVAC system from dust and debris. By the end of the month they hope to have the building cleaned out so that air conditioning can be turned on again. Then painting and other finish work can resume. Some cladding which is colorful and bright has been placed on columns in the Children's and Teens' areas. Mr. Watts added that the Library's IT staff have been attentive to details and have worked well with the consultants on the new building. They had a teleconference with the architects and engineers regarding concerns over the water based fire suppressant system. They are now studying the use of a dry pipe system for fire suppression. Much progress is being made overall. The north courtyard redesign is underway with sketches to be presented in the next week or two.

Mr. Watts discussed the parking lot. He referred the Board to a site plan for parking once the new building is occupied and the old facility is demolished for construction of a new parking lot. Originally it was thought that the eastern part of the current parking lot could be utilized during this phase of construction, giving library patrons access to 50 spaces. However, it has been determined that during the demolition it would not be safe to park on the east side. There could possibly be 20 spaces available outside the demolition danger zone, but safety concerns arise regarding the distance to the plaza area along with concerns about the construction site for the cybercafé.

The site plan illustrates several areas in Independence Park where staff and patrons could park instead. BREC is willing to work with the Library on this plan. The best parking containing about 65 spaces will be at the Garden Center which is scheduled for demolition after the Grand Opening of the Library. With the new sidewalk system in place it will be a relatively short walk to the building. There will also be 180 concrete parking spaces plus an additional 81 spaces in the lot adjacent to the BREC Theatre. Mr. Watts then pointed out a temporary gravel lot adjacent to the concrete theatre lot. He mentioned that staff parking after the grand opening will be located at the BREC Theatre where the staff will enter through a south staff door. He noted that parking will be available in two lots on the east side near the soccer fields. These lots will provide 154 and 122 spaces, but they will be a considerable distance from the building. Mr. Watts noted that because of the distance from these BREC lots to the library, he would like to suggest that the Library employ extra security to escort patrons to and from their vehicles during the parking lot construction.

Ms. Freeman then asked how long will the construction take to which Mr. Watts replied that they hope to open the new building in December, so the parking lot would be finished in March which is about 90 days. Mr. Watts said that the problem with the theatre parking is that on certain days there are huge BREC events that use up almost all of the parking all day long. This will be of special concern on Saturdays during dance competitions. The other lots will be almost full during soccer games. Mr. Watts then pointed out that actually they were going to have the same issues when they thought they could use the 50 spaces on the east side of the old building.

He said that the construction of the new library parking lot should move quickly as opposed to the building construction, and the older dual phased plan for the parking lot. There will be 300 parking spaces in the new library parking lot which will meet most of the Library's needs. Ms. Payton asked how many spaces will be needed for employees. Mr. Watts said they will have sufficient parking for employees because even on Saturdays staff will be at work before other activities begin in the park.

Ms. Freeman said she has concerns about security and lighting. Mr. Watts agreed about the lighting. The Master Plan for the Library and the Park will address some new lighting, but it will not be bright like street lighting. This is why the Library is planning to employ additional security personnel to act as escorts. This is an investment that the Library should make so that patrons feel safe and are protected.

Mr. Woodard asked about signage to point out the way for patrons to get to the Library building. Mr. Watts replied that before the old building is closed staff will inform patrons on where to park and how to get to the new building. Flyers will be provided. He added that there will be some signage. BREC has been very cooperative about the parking concerns, so they will work with them on how much signage will be allowed.

Mr. Watts asked if there were any other questions. He said there really weren't any other alternatives other than being closed. He stated that would be an unacceptable choice.

The site plan for parking is appended to the minutes.

Mr. Watts then gave an update on the new River Center Branch Library. Architects and staff are continuing to work on the schematic design phase and hope to have the architect show the floor plans and some renderings of the building at the July Board meeting. Ms. Freeman said the Board would like to see the drawings before the meeting. Mr. Watts said he plans to meet with individual Board members ahead of time so that each can talk to the administrative staff about questions or concerns.

He said they have resolved some issues with the building layout. They will not need to add a third stairwell by making technical changes and placing a load limit on the fourth floor. The extra stairwell would have taken up space and would have resulted in the need to reconfigure some areas.

Mr. Boyles said that when the architect makes the presentation in July he would like him to explain how he will present this next level of design to the public. Ms. Freeman asked how many square feet will the new building be to which Mr. Watts said 50,000 gross square feet measured from the exterior of the building with 47,800 net square feet.

Mr. Watts said an issue had emerged with continuing to use the central mechanical systems of the River Center complex. He added that there were concerns about the amount of chilled water that would be needed. We appear to be working through the problem with the City. The new library will require more energy, but the municipal building will be coming off the system which should assist in making up for the difference. There will also be more efficient systems in the new library.

Mr. Watts said they have been looking at using New Market Tax Credits for this building. New Market Tax Credits allocates tax credit authorities which can work with investors to provide capital to enterprises located in areas that meet criteria associated with economic distress. The investor group receives an attractive tax credit, and in turn the capital is used to bring new value into an area that will benefit from it. There are some costs associated with the process, but usually these are low. This process has been used in various parts of the parish and in the past the East Baton Rouge Re-Development Authority (RDA) has been a broker of these credits. RDA is willing to help the Library examine this option and determine if the Library could qualify.

Mr. Watts added that several years ago the Library Board listened to a presentation by another broker. The City has also urged the Library to research this. Staff would like to work with RDA. It appears that the Library could possibly qualify for up to \$5 million. There is a small interest payment which is usually less than a half of 1%.

Mr. Watts asked the Board if they wished them to pursue this. Mr. Woodard asked if there is a downside to this program. Mr. Watts replied he doesn't immediately see one, although the downside could be that after researching it, the Library thinks it is too complicated. Mr. Woodard said he would ask the staff to come back to the Board at the appropriate time with enough information so that the Board can be informed and make the right decision. So Mr. Watts clarified that they are to work with RDA to get more information. Mr. Woodard answered yes that they should fully investigate this process for the Board.

Mr. Watts then said that Ms. Husband will give an update on the Main Library construction time line as well as the maintenance report. Ms. Husband referred the Board to the Construction Status Report. She noted that the total number of days for the completion of Phase I of the project has increased from August 24, 2013 to September 4, 2013. This is due to weather conditions and unforeseen issues and changes. The contractor requests additional days on the project which is then reviewed by the architects for the project and DPW Architectural Services. DPW then makes the determination on whether to grant the additional days. Ms. Husband said they are 88.71% complete on Phase I and 75.28% on the whole project. She noted that there might be a few days saved when work is begun on the parking area.

Ms. Husband then gave the maintenance report. She said that at the Baker Branch Library the Facilities Management staff replaced a float on the cooling tower, and repaired exhaust fans in the public restrooms. She added the exterior painting work is about 80% complete. They will finish some stucco work and then paint it. When the painting is completed they will re-glaze the windows.

At the Bluebonnet Regional Branch Library, they performed preventive maintenance on the air handlers and replaced three faucets in the men's restroom. The Carver Branch Library was pressure washed. At both the Central Branch and the Delmont Gardens Branch Libraries preventive maintenance on the chillers was completed.

Ms. Husband then said the contractor for the Fairwood Branch worked with the Library staff to address some plumbing issues. She noted that some problems do arise in the first year after a building is finished. This is nothing to cause alarm, and is standard in the first year of occupancy.

She noted that at the Greenwell Springs Road Regional Branch they replaced the variable frequency drive on air handler number 1. They also repaired partition doors. New sliding front doors have been ordered. At the Jones Creek Regional Branch they cleared roof drains and replaced some ceiling tiles.

The painting project at the Pride-Chaneyville Branch is 98% complete. The Facilities staff also replaced faucets in the men's restroom. At the Scotlandville Branch chiller repairs were made replacing three fan motors and contactors. They also repaired the partition doors.

Ms. Husband noted that lighting preventive maintenance has been completed at the Carver, Eden Park, River Center and Zachary Branches. She also added that they have not had as many air conditioning problems because the staff is doing preventive maintenance.

At the Zachary Branch preventive maintenance was performed on the air handlers. The staff is working to get the backflow preventer valve replaced. The staff received some quotes for replacement of valve #8. Ms. Husband thanked the Purchasing Department for expediting the process. The total cost should be approximately \$2,800. They are waiting for bids on the project and will complete the repair as soon as the part has arrived. Mr. Woodard asked about the backflow preventer, and if this was the same problem they had last year to which Ms. Husband

said it was a different valve. She said they get the device checked every year. Mr. Woodard asked at what point is it better to replace the whole system. Ms. Husband said she would speak to the Facilities Manager and let the Board know his response. Mr. Watts added that he asked the same question of the Facilities Manager who replied that they have practically replaced most of the parts. Mr. Watts said they will ask for an assessment of the backflow preventer.

Mr. Watts then talked about the Library's collection development policy and the patron recommendation form. He said that Board member Ms. Tanya Freeman had asked about it, so he e-mailed these documents to the Board for their review. He noted that they go over the document briefly during a new Board member's orientation. The policy outlines the mission of the Library and it gives a blueprint for selection of materials. It explains what tools the Library uses to review materials, select materials, and judge their suitability for the collection. The policy describes how the chosen materials fit into the current collection of the Library. They also look at the material for its timeliness such as in the case of medical information. Mr. Watts added that in some cases the Library's databases can give the most current information. When there are new developments the Library desires to buy materials to address these topics. The policy also describes what limitations they have regarding the collection. He noted the collection refers to all forms of materials from the printed book to databases, to e-books, and audiovisual formats.

Mr. Watts told the Board that a patron recommendation form is found on the Library's website. He said that over the last eleven months 1,180 requests have been made by patrons and 82% of those requests have been filled. Mr. Watts said they try to be responsive to patron requests and listen to what the public would like.

Mr. Woodard asked if there were any public comments on the Director's reports.

Mr. John Berry, a member of the community, said the parking for the Main Library was a big issue when they were designing the building and grounds surrounding the Library. At that time he said there would be a problem when soccer is played on the fields surrounding the Library. He added that many of the soccer players are students who will also come into the Library after their games. He also said this will cause security issues in the early morning and late at night. Mr. Berry then asked how many parking spaces there would be at the new Main Library. Mr. Watts replied about 320 spaces.

Mr. Tom DuBos, a member of the community, said he is delighted with the progress on the new Main Library. He noted that as a citizen he was involved in the discussions about this building since 2005. He then said he wished to comment on the Rouzan project. He noted that he was also involved in that project since 2005. He cited two recent articles; one in the *Business Report* of May 28 – June 10, and the other in *The Advocate* on June 19th. His recommendations as a citizen and taxpayer are that the Rouzan Branch Library project should be abandoned, and the negotiations with Mr. Tommy Spinosa should be terminated. They should concentrate on moving into the new Main Library and designing the downtown library.

Mr. Roland Goetzman, a member of the community, said he is retired and uses the Library frequently. He asked about permanent handicap parking for the new Main Library. Mr. Watts

then said he should mention that they have arranged for temporary handicap parking during the demolition of the old Main Library. A discussion followed about where the permanent parking was located. Mr. Watts added that he was not the Director when the parking layout was decided, but that he reviewed the plans when he arrived in Baton Rouge. He believes there is more handicapped parking than is required. After looking at the site plan again, Mr. Goetzman said this parking was quite a distance from the building. He thought it should be moved to where the drive-thru area is. Ms. Stein noted there is also some handicap parking in front of the cybercafé. Ms. Freeman replied that they could ask the architects to look at this again. Mr. Bardwell noted that three years ago the issue arose and they wanted to place the handicap parking closer to the plaza. However, BREC opposed this idea because they are paying for half of this area and the Library is on their property. He did say those spaces were the closest to the entrance. He added that they also discussed covered walkways, but the current plan was the best they could design. They realized there would still be some exposure to inclement weather.

Ms. Freeman then suggested that since BREC has a new Superintendent, that Mr. Watts and Ms. Carolyn McKnight should talk about the handicap parking. Ms. Payton said they would like to know the distance from the handicap parking to the entrance of the Library.

Mr. Berry then added that the drive-thru area is a hazard for handicapped patrons because they may be run over by vehicles as they use their walkers and wheel chairs. This could be an insurmountable obstacle. Ms. Freeman replied that she remembered the discussions, and that they almost did not have a drive-up window because of this. She added that they look at what services they can provide that patrons are requesting.

There being no other comments, Mr. Woodard proceeded to Old Business.

Old Business

A. Update on the Cooperative Endeavor Agreement (CEA) Amendment for the Branch Library in the Rouzan Development – Mr. Leo D’Aubin

The Library Board may go into Executive Session to Seek the Opinion of their Legal Counsel Privately as They Consider This Matter.

Mr. Woodard read Item A. He said that on the advice of Mr. D’Aubin of the Parish Attorney’s Office the Board should not go into Executive Session based on what they will discuss today. He asked Mr. D’Aubin to give an update on the negotiations since last month’s Board meeting. Mr. D’Aubin said they have had one meeting with engineers, Mr. Watts and some Board members. They have not agreed on any course of action. He spoke to Mr. Glen Jarrell, Project Manager for the Rouzan development, who told him the three houses that were scheduled for demolition have now, in fact, been demolished. He also reported that the sewer lines and manholes have been installed. They have done some earthwork and will next install storm drains. Mr. D’Aubin said they are proceeding as if they and the Library will be able to work through the CEA. He noted they are still working from the second Amendment to the CEA.

Mr. Woodard asked if there was any specific request related to the negotiations that they have made of 2590 Associates of which they have not complied. Mr. D'Aubin said they have been working with him. He added that he believes that Mr. Spinosa had wished that the Library would have met with him sooner to resolve some issues. He noted that since the Library is looking at options, his office has not met with Mr. Spinosa to resolve the outstanding issues.

Mr. Bardwell then said they have asked Mr. Spinosa for the specifics in some of the exhibits to the CEA. There is also still pending information on the structural integrity of the parking lot they are now proposing. Mr. D'Aubin replied that Mr. Spinosa thinks everything is on hold now. He wants a clear understanding of the direction in which the Library Board is proceeding. Mr. D'Aubin said he has asked Mr. Spinosa for this information so that they can move forward.

Mr. Woodard asked Mr. Watts about his search for alternate sites for the branch library. Mr. Watts said they have looked at several sites, and talked to two realtors, but it is difficult to find land that would be appropriate for a 15,000 square foot branch with sufficient parking. They would need about 3-5 acres of land. The properties that might be the correct size are either expensive or on land that is in wetlands or flood plains. Mr. Watts added there are other possibilities through some other organizations with which the Library could engage in a cooperative effort. Mr. Woodard asked if it would be fair to say they do not have a site to consider at this time. Mr. Watts agreed that maybe in a couple of months they could find some land, but as of today there isn't an alternate location.

Ms. Freeman said they have been looking at the traditional way of serving that area of town. She asked Mr. Watts about other ways that they could provide library services to that area. Mr. Watts said they could look at a storefront branch as they had done for some of the other branches in the system. He said this could be an interim solution or a more long-term answer. He added they could consider a neighborhood branch of about 8,000-9,000 square feet with a popular collection. This branch would not have all of the services of a larger community branch. They could also invest in a study/work area with programs and educational activities at another location. Ms. Freeman noted that the Scotlandville Branch Library started out as a storefront library. She said there are several libraries in the southern area of the parish, and we could consider alternative ways to serve this population.

Mr. Woodard then asked Mr. D'Aubin if Mr. Spinosa is working on constructing the infrastructure without the CEA completed. Mr. D'Aubin said yes. Mr. Woodard noted that he drives by Rouzan at least twice a day and he does see people out there actively installing sewers and manholes. They are working on drainage also. Mr. Woodard said it would appear that Mr. Spinosa is working in good faith even without the CEA finalized.

Mr. Woodard asked Mr. D'Aubin what he needs from the Library Board to get to a final agreement. Ms. Freeman then asked weren't the sewers and drainage installation part of the first agreement? She added they need to remember the history of this site, and how Mr. Spinosa never met a deadline. This infrastructure was supposed to be built three years ago. Mr. Bardwell said the date in the agreement under Exhibit C for completion of the infrastructure was April of 2011. Mr. Bardwell added that the Board has allowed for the extension of the deadline already.

Ms. Freeman replied that now it is 2013, and once the Board agrees to the third Amendment to the CEA there will be no other options. Mr. D'Aubin replied that in the contemplated third Amendment to the CEA, if the infrastructure is not completed by February 14, 2014, the Library can discontinue the project and withdraw from the Rouzan development.

Mr. Woodard then stated that Ms. Freeman had made some good comments about the history with this site. He added that Mr. Berry could probably inform everyone about the details of the history. Ms. Freeman noted that Mr. DuBos could also address the history. Mr. Woodard then said that the Board has several options; none of which are preferable. These are to withdraw from the project now and serve the community in a different way; or to look for another site which would be much more expensive; or to ask the Parish Attorney to continue negotiations on the third Amendment while the Library staff continues to look for an alternate site. The third Amendment would outline what infrastructure must be in place by February 14, 2014 to satisfy what the Board has requested in order to begin construction. Mr. Woodard added in his opinion if the Board does not have a good alternative, they need to choose the best alternative they have.

Ms. Freeman asked what he meant by alternative; was he referring to a building or site or a way to serve the community. Mr. Woodard replied both. Ms. Payton then said the Board would need to talk to the community before they change their plans for the type of library service such as using a storefront building. She added that if the Board promised the citizens a community branch regardless of the location, the Board needs to find out if changing the type of service is acceptable to that community. Ms. Payton said the citizens may be very upset if the Board changes the form of delivery of library services. Mr. Bardwell said that the public has mostly objected to the branch at Rouzan to which Ms. Freeman agreed. Ms. Payton agreed that some people do not want the branch at Rouzan, but she again emphasized that they cannot decide on an alternative way to serve the community without talking to the citizens. Mr. Bardwell agreed. Ms. Freeman said she appreciated Ms. Payton's advice and reminded the Board that they are just an advisory Board.

Mr. Woodard said before the Board took any further action, he would like to ask for comments from the public. Mr. Tom DuBos said that there is a long history with this project. He said Ms. Freeman and Ms. Payton brought up good points. He noted that Southdowns is changing somewhat. Perkins Road is now a lot more commercial. He noted that Lee High School is undergoing a change also. He agreed that the opinion of the public should be addressed. Mr. DuBos said that they have an outstanding library system and staff as evidenced with the building of the new Main Library. They have an excellent reputation in the state and the nation. He said he wanted to see that preserved. It may be time to scrap the project at Rouzan, get input from the community and start over.

Mr. John Berry said he wanted to give the history of the activities involving Mr. Spinosa. He noted in December 2004 two ophthalmologists Dr. Afeman and Dr. Patrick, donated land on Burbank Drive for a branch library. They specified that the Library would have five years to begin to develop that land. On the last month of the last year, some members of the Library Board decided they preferred the donation by Mr. Spinosa. So the land was returned to the doctors. Mr. Berry said that is why the Library is not finding anyone who wants to give the Library land. He also said Rouzan is supposed to be a traditional neighborhood development.

But those subdivisions around Rouzan are traditional neighborhood districts. In July 2006 presidents of three civic associations near Rouzan sent a letter to Mr. Spinosa. They opposed his project because of the additional traffic, and his sewer and drainage plan. They did not like the location of the library in Rouzan because if there were no sewers or drainage, the library would have a problem. They also did not like the commercial use of the area. The Benchmark Group who represented Mr. Spinosa replied that the sewer and drainage concerns of the library would be addressed. A petition of almost 1600 names against the project was presented to the Metropolitan Council.

Mr. Woodard told Mr. Berry his three minutes to speak were almost over, and to please complete his comments. Mr. Berry then said that the Library Board has misused the advantages it has had in the past few years.

Mr. Berry quoted Mr. John Engquist, a major backer of Rouzan, who said “Rouzan is a very viable, vibrant development with or without a library.” Mr. Berry said that Mr. Spinosa will be appearing at the Planning Commission meeting on July 15th. Mr. Spinosa is going to ask for a minor realignment of streets and parking. Mr. Berry said he is concerned that Mr. Spinosa will also request that the library be removed from the Rouzan plans. He felt that at least one Board member should be present at the Planning Commission meeting to prevent this from happening.

Mr. Berry ended his remarks by saying that over a year ago, Board member, Mr. Laurence Lambert said that by January the infrastructure would be completed for the library. Mr. Woodard thanked Mr. Berry noting that he had over six minutes to make his remarks.

Ms. Kathy Wascom, a member of the Southdowns community, said she has three grandsons visiting her now. She wishes she could take them to a community library in her area. She said three Library Directors starting with Mr. John Richard, have looked for a suitable site for a branch. She wants a community library in her area. More and more families with children are moving into the area. Lee High School and Glasgow Magnet School are in this area. She said many in the community were opposed to Rouzan because of the density of the project. She said they need a library to serve the community. So if the Board can finalize an agreement with Mr. Spinosa with a fixed deadline for the infrastructure at which time the agreement can be terminated if the infrastructure is not completed, they should continue the project in Rouzan.

There being no further public comments, Mr. Woodard asked for comments from the Board. Mr. Bardwell said he didn't have a clear phrasing for the Board action. They don't have an alternate site for a building or a means to serve this population whether it's a building or a combination of services. They have had long delays in working out the details of the current arrangement. Mr. Bardwell said it appears that they should follow both tracks at the same time; that is, work on completing a very clear, forceful Amendment to the CEA for the current location and continue to develop other ideas about an alternate location, or site or model. Mr. Bardwell added he could make that into a motion or they could just defer this month to see what develops.

Mr. Woodard asked Mr. D'Aubin if there was any action required of the Board at this time. Mr. D'Aubin replied that they could defer an action until the next meeting. Ms. Payton replied this isn't an action item, but an update on the CEA. Mr. Woodard said it does state a decision on a

future course of action. Mr. Bardwell said he wasn't clear about what they would be deferring. He said if they are deferring a decision to abandon the project that is counterproductive. Ms. Payton said the Board would be deferring a decision on what course of action to take. Ms. Freeman asked Mr. Bardwell if he was going to make a motion to which he said no.

Ms. Payton then made a motion that they defer making a decision on the Rouzan project this month until they get additional information. Mr. Woodard asked if there was a second to the motion. Mr. Boyles seconded the motion. Ms. Freeman asked to when they were deferring. Ms. Payton said next month.

Then Mr. Jacob asked what exactly they were deferring. Ms. Payton said making a decision on the course of action to take in this matter at this time. The Library staff will continue to look for sites and Mr. D'Aubin will continue to work on the Amendment to the CEA. Mr. Jacob asked Mr. D'Aubin about a prior comment he made stating that Mr. Spinosa was waiting for something because he had no direction from the Library Board. Mr. Jacob asked for a clarification of what that was. Mr. D'Aubin said what has stopped is that he has not met with Mr. Spinosa to try to negotiate terms because Mr. D'Aubin did not know if the Library Board wanted to proceed with negotiations. He said Mr. Spinosa is not pursuing negotiations because the Library is not pursuing negotiations. Mr. D'Aubin added that Mr. Spinosa is continuing with the work on the site, but he and Mr. Spinosa are not trying to negotiate the third Amendment. Mr. Jacob asked if they were still under the 2014 deadline. Mr. D'Aubin said the 2014 deadline is part of the third Amendment. Mr. Spinosa agreed to everything in that Amendment. However, the Library Board voted not to have this Amendment sent on to the Mayor's office until the Board had had time to review and consider the Amendment that was distributed at the last Board meeting.

Mr. Woodard then said he'd like to make a substitute motion for Ms. Payton's motion. He said the Board should pursue the Cooperative Endeavor Agreement Amendment through Mr. D'Aubin and DPW. They should present at the next Board meeting, the most favorable Amendment that they can negotiate between now and that time. Simultaneously, the Library staff will pursue viable alternatives both in sites as well as different servicing options. Mr. Bardwell seconded the motion. Ms. Freeman asked for a clarification that they were not signing anything, but just asking that they work on the Amendment to which Mr. Woodard replied that he was asking them to present the most favorable Amendment at the next Board meeting.

Mr. Watts asked if he could make a comment. He said he thought they had spent quite a bit of time at a meeting outlining exactly what the Library needed in the CEA Amendment. He added that he is not in favor of stating "the most favorable Amendment of the CEA", but rather, the Amendment that meets the Library's needs as they had defined them. Mr. Woodard replied that if the Amendment to the CEA that Mr. Spinosa agrees to is not acceptable to the Board, they will not agree to it nor recommend to the City-Parish that they sign it. Mr. Woodard added that he does not want to come back to the next Board meeting with an Amendment that Mr. Spinosa has not agreed to. Mr. Watts said he thought the Board should present a reasonable CEA Amendment, and then if it is not acceptable, then someone else has not accepted it and not the Board.

Mr. Woodard said the substitute motion was seconded. He asked for a vote. The substitute motion passed unanimously.

B. Board Budget Workshop and Strategic Planning Session – Mr. Travis Woodard

Mr. Woodard reminded the Board and those in attendance that the Budget Workshop and Strategic Planning Session will be held on Saturday, June 22nd at the Fairwood Branch Library at 9:00 a.m. The meeting is scheduled for four hours.

Binders with the proposed 2014 Library budget were distributed to the Board members for them to review. The budget will be discussed first and then they will begin the Board Strategic Planning Session. He said this would be the first of a series of workshops for strategic planning. He noted that Ms. Freeman, Mr. Watts and he have discussed some of the items they would like to address. He added that Mr. Watts has some excellent ideas and this is the appropriate time to discuss these.

Mr. Woodard asked if there were any comments for the public. Mr. DuBos asked if the meeting is open to the public to which Mr. Woodard said it is a public meeting. Mr. Berry asked if the Rouzan Branch Library would be discussed. Mr. Woodard replied that the two topics on the agenda are the budget review and strategic planning.

Mr. Berry then asked if the motion they had passed had a deadline for Mr. Spinosa. Mr. Woodard replied that the question was not related to the agenda item and that Mr. Berry was not recognized to speak.

Comments by the Library Board of Control

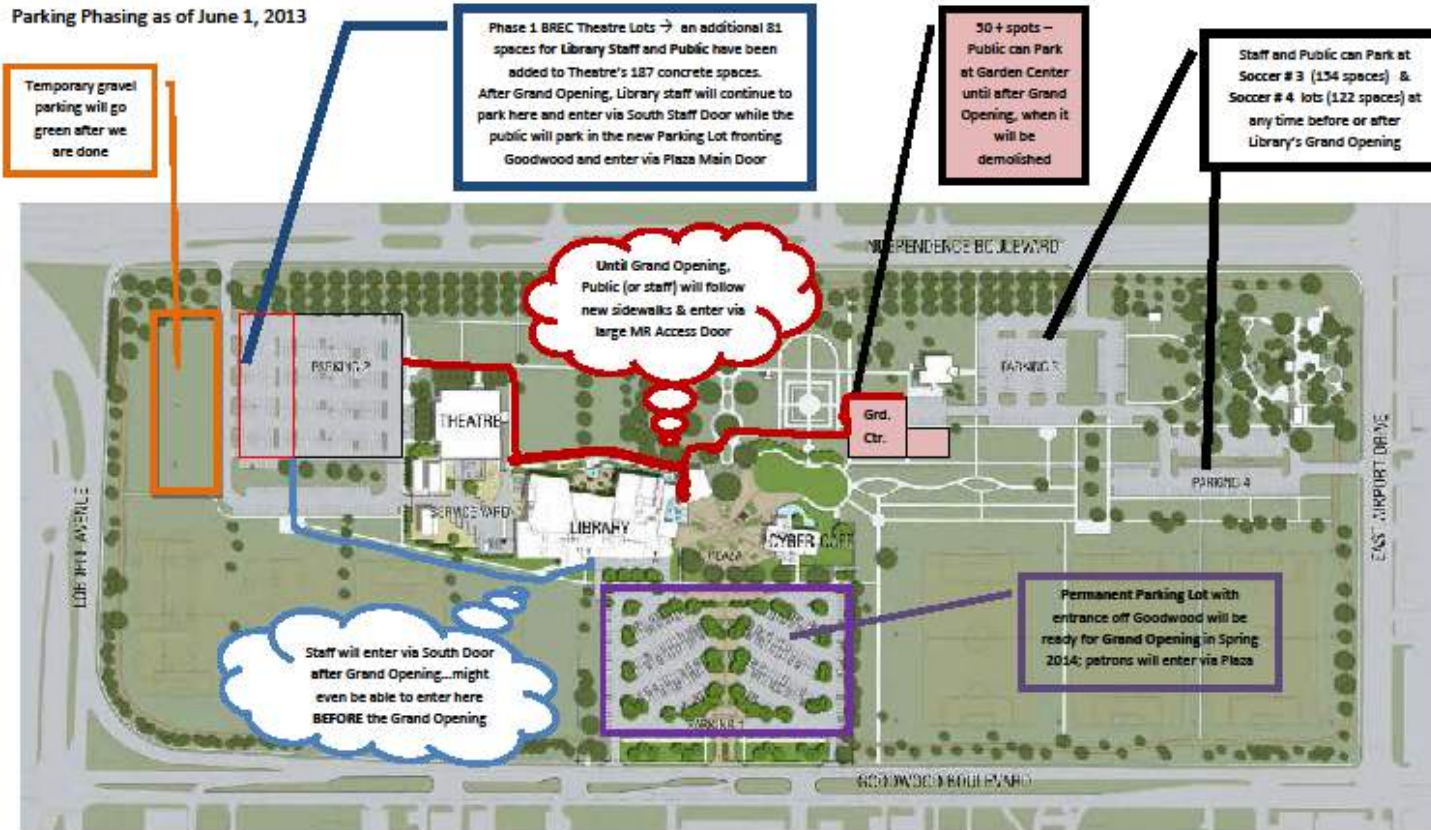
Mr. Woodard asked for any comments from the Board.

There were no further comments from the Board and, so with no further business, the meeting was adjourned on a motion by Ms. Payton, seconded by Ms. Freeman at 5:40 p.m.

Mr. Travis Woodard, President

Mr. Spencer Watts, Library Director

Parking Phasing as of June 1, 2013



DATE: June 13, 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 June 11, 2013 for The Library Design Collaborative on the Goodwood Main Library.



CONSTRUCTION REPORT

DATE: June 11, 2013

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

OBSERVATIONS:

- 1) The Monthly Owner's Meeting was held on May 30, 2013.
- 2) The water lines appear to be installed to the water company connection point at Goodwood Boulevard.
- 3) The drilled shafts have been poured for the Service Yard fence wall.
- 4) The storm drainage on the north side of the building is almost complete.
- 5) The grade beams have been poured for the Loading Dock.
- 6) The Plaza drilled shafts and "radials" have been located.
- 7) The air barrier is being installed at the Meeting Room.
- 8) The mechanical room louvers have been installed.
- 9) The Lobby curtainwall frame installation appears to be complete.
- 10) The ceiling grids are being installed.
- 11) The first floor furr downs are installed.
- 12) The column covers are being installed in Teens and Children.
- 13) The stretch fabric ceiling frames have been installed in Teens.
- 14) Taping and floating appears to be complete on the first floor except at the meeting room.
- 15) Taping and floating continues on the second floor and third floors.
- 16) Two of the five concrete planters on the south green roof have been poured.
- 17) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Metal studs
 - e. Air barrier
 - f. Sprinkler system piping
 - g. Interior gypsum board.

UPCOMING WORK:

- 1) The Loading Dock concrete pour should occur in the upcoming weeks.
- 2) The Loading Dock steel should be erected in the upcoming weeks.
- 3) The permanent power should be connected in the next couple of weeks.
- 4) The A/C should be turned on by the end of the month.



Looking from the Plaza toward the library entry.



Looking from the northwest roof toward the Loading Dock.



Looking at the Children's entry.



Looking toward study rooms on the second floor.



Looking toward the monumental stair in the two-story Reading Room.



FIELD REPORT

DATE: May 9, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 75°
SITE CONDITIONS: Dry
WORKERS: +/- 115
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The storm drainage on the north side of the building is being installed.
- 2) The drilled shafts have been located for the Service Yard fence wall.
- 3) The drilled shafts for the bus drop off have been located.
- 4) The spread footing has been installed and the grade beam is being formed at the loading dock.
- 5) The exterior sheathing is being installed at the Meeting Room.
- 6) The mechanical room louvers have been installed.
- 7) The ceiling grids are being installed.
- 8) The Children's ceiling is being framed.
- 9) The following work is being installed:
 - a. Masonry
 - b. Zinc wall panels
 - c. Curtainwall
 - d. Exterior gypsum board sheathing
 - e. Metal studs
 - f. Air barrier
 - g. Sprinkler system piping
 - h. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The Loading dock grade beam concrete pour should occur in the upcoming weeks.
- 2) Plaza layout is going to follow the loading dock concrete work.

ATTACHMENTS:

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

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









FIELD REPORT

DATE: May 16, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 75°
SITE CONDITIONS: Dry
WORKERS: +/- 115
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The Plaza drilled shafts and "radials" have been located.
- 2) The water lines are being installed from the building to Goodwood Boulevard.
- 3) The storm drainage on the north side of the building is being installed.
- 4) The drilled shafts have been adjusted for the Service Yard fence wall.
- 5) The exterior sheathing continues to be installed at the Meeting Room.
- 6) The following work is being installed:
 - a. Masonry
 - b. Zinc wall panels
 - c. Curtainwall
 - d. Exterior gypsum board sheathing
 - e. Metal studs
 - f. Air barrier
 - g. Sprinkler system piping
 - h. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The Loading dock grade beam concrete pour should occur in the upcoming weeks.

ATTACHMENTS:

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

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





John E. Thomspn P.E.

25292 Lorin Wall Rd.

Holden, LA 70744

(225) 294-3061

Electrical Commissioning Site Visit

Date: May 22, 2013

Project: Independence Park Main Library Baton Rouge, Louisiana

Date Visited: May 22, 2013

OBSERVATIONS

1. The contractor is pulling wire from the first floor main electrical room to large circuits and panel boards.
2. The first and second floor "in wall" conduit and boxes near complete.
3. The third floor "in wall" conduit and box installation is progressing. The contractor should check all third floor conduit for proper support spacing.

Observations made by John E. Thompson P.E.



FIELD REPORT

DATE: May 23, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 77°
SITE CONDITIONS: Wet
WORKERS: +/- 115
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The loading dock grade beam has been poured.
- 2) The water lines appear to be installed to the water company connection point at Goodwood Boulevard.
- 3) The gypsum board is being installed in the two-story reading room.
- 4) On the first floor, gypsum board furr downs are installed.
- 5) The following work is being installed:
 - a. Masonry
 - b. Zinc wall panels
 - c. Curtainwall
 - d. Exterior gypsum board sheathing
 - e. Metal studs
 - f. Air barrier
 - g. Sprinkler system piping
 - h. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The Loading dock concrete pour should occur in the upcoming weeks.

ATTACHMENTS:

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

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







FIELD REPORT

DATE: May 30, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 85°
SITE CONDITIONS: Muddy
WORKERS: +/- 150
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The waterlines are being installed toward Goodwood Boulevard.
- 2) The Lobby curtainwall is being installed.
- 3) The first floor furr downs are installed.
- 4) The stretch fabric ceiling frames are on site.
- 5) Taping and floating continues.
- 6) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Metal studs
 - e. Air barrier
 - f. Sprinkler system piping
 - g. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The Loading dock concrete pour should occur in the upcoming weeks.

ATTACHMENTS:

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

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







FIELD REPORT

DATE: June 6, 2013
PROJECT: Independence Park Main Library
WEATHER CONDITIONS: Partly Cloudy - 85°
SITE CONDITIONS: Muddy
WORKERS: +/- 165
REPORTED BY: Benjamin R. Bradford, The Library Design Collaborative

IN ATTENDANCE: Benjamin R. Bradford

OBSERVATIONS:

- 1) The Service Yard fence grade beam is being formed.
- 2) The air barrier is being installed at the Meeting Room.
- 3) The Lobby curtainwall frame installation appears to be complete.
- 4) The column covers are being installed in Teens and Children.
- 5) The stretch fabric ceiling frames have been installed in Teens.
- 6) Taping and floating continues on the second floor.
- 7) Two of the five concrete planters on the south green roof have been poured.
- 8) The following work is being installed:
 - a. Zinc wall panels
 - b. Curtainwall
 - c. Exterior gypsum board sheathing
 - d. Metal studs
 - e. Air barrier
 - f. Sprinkler system piping
 - g. Interior gypsum board.

CONSTRUCTION SCHEDULE:

- 1) The Loading dock concrete pour should occur in the upcoming weeks.

ATTACHMENTS:

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

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





Photos Taken on June 6, 2013



Rouzan Branch Library

All pertinent information related to this project will be discussed at the Board meeting under Agenda Item 4, A.