

TENTATIVE AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
MAIN LIBRARY
7711 GOODWOOD BOULEVARD
BATON ROUGE, LA 70806
MAY 20, 2010
4:00 P.M.

- I. ROLL CALL

- II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF APRIL 15, 2010
AND THE SPECIAL MEETING OF APRIL 20, 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.
 - D. REPORT ON DOWNTOWN BRANCH LIBRARY

- V. NEW BUSINESS
 - A. INTRODUCTION OF NEW LIBRARY BOARD MEMBER – MR. DEREK GORDON
 - B. ELECTION OF OFFICERS OF LIBRARY BOARD
 - C. PRESENTATION OF 2011 BUDGET

- VI. 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

May 20, 2010

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the auditorium of the Main Library on May 20, 2010. Ms. Tanya Freeman Vice President of the Board, called the meeting to order at 4:08 p.m. Members of the Board present were Mr. Stanford O. Bardwell, Jr., Mr. Donald Browning, Mr. Derek Gordon, Mr. Laurence Lambert, Ms. Kizzy Payton and Ms. Beth Tomlinson. Also in attendance were Mr. Dan Reed, former Library Board President; Mr. David Farrar, Library Director; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Patricia Husband, Assistant Library Director of Branch Services; 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, Mr. Bill Palmer, Superintendent of BREC, and Mr. Ted Jack, Director of Planning and Engineering for BREC were present. Mr. Steve Jackson, Mr. Ken Tipton, Mr. Benjamin Bradford, and Ms. Lisa Hargrave, architects with The Library Design Collaborative; and Ms. Jennifer Hall, Business Development Director with Tipton Associates; and Mr. Norman Chenevert and Mr. Dyke Nelson, architects with Chenevert Architects also attended. Mr. Tommy Spinosa, III of JTS Realty Services, LLC and Mr. Richard Brown, Mr. Hunter Brown and Mr. Jes Sanders, architects with Bani, Carville & Brown Architects, Inc.; also were present. There were about thirty people from the community in attendance. Ms. Chante Warren, reporter and Mr. Arthur Lauck, photographer both with *The Advocate* were also at the meeting. Absent from the meeting was Ms. Nikki Essix of the Parish Attorney's Office.

Ms. Freeman opened the meeting by asking for the approval of the minutes of the regular meeting of the Library Board on April 15, 2010 and the special meeting of the Board on April 20, 2010. The minutes of both meetings were unanimously approved on a motion by Ms. Tomlinson, and seconded by Mr. Gordon.

Reports by the Director

Ms. Freeman 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 April 30, 2010 show operating expenditures of \$8,206,002.51 or 26.40% of the operating budget spent. Through April, the Library should have spent no more than 33% of the operating budget. Cash collections from property taxes for 2010 are still performing well, as collections to date are \$1,660,000 or 5.14% 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 count throughout the system remains high and that circulation statistics have increased along with good programming participation.

Mr. Farrar then gave a brief summary of the activities involving the various library projects. He said that Mr. Tipton and Mr. Jackson of The Library Design Collaborative will make a design development presentation on the new Main Library at this meeting. The Cooperative Endeavor Agreement (CEA) between the Library and BREC has been completed and, the final revisions are being implemented. The Library Board will be asked to approve the CEA next month if the BREC Commission approves it before the next Library Board meeting.

Mr. Farrar said that the Metropolitan Council voted to accept the Cooperative Endeavor Agreement between the Library and Mr. Spinosa on May 12th. This CEA includes the parking and pedestrian servitude agreement and the temporary servitude agreement. On May 18th the Project for Public Spaces (PPS) which is a non-profit organization dedicated to helping people create public spaces that build strong communities moderated discussions with members of the community. Four Library Board members were also in attendance.

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. He will include information on energy efficiency in the design of this building.

In regard to the downtown branch, Mr. Farrar said, he and his staff have created a spreadsheet containing alternate building locations. He added that he and Ms. Stein attended a meeting on May 4th regarding new ways that the area outside of the River Center Branch Library in Galvez Plaza can be used during festivals and other community events.

Mr. Farrar asked Ms. Husband to give a brief report on maintenance projects at the various branches. She said that the cooling tower at the Bluebonnet Regional Branch Library is being replaced. Lighting upgrades will also occur at this branch once the contract is signed. Flooring in the meeting rooms at the Jones Creek Branch has been replaced. The replacement of the HVAC system is scheduled and carpet replacement has gone out for bid. At the Zachary Branch Library backflow work is being done. Ms. Husband noted that Mr. Tim Bankston, Library Facilities Manager and Mr. Claude Lindsey, Library Operations Manager, are invaluable in maintaining all of the Library's buildings and grounds.

Mr. Farrar asked Ms. Stein to report on some of the programs and activities occurring at the Library. Ms. Stein said that the Library's databases are now easier to navigate and to find information because the State Library of Louisiana is now using a tabbed format for the databases.

She also said that the Readings in Literature and Culture (RELIC) program, *Becoming American* was well received and will have its final session tonight. Dr. Charles Shindo, an LSU Professor of History led the discussions and was well received by those participating.

Ms. Stein then discussed the Summer Reading Programs for children, teens and adults. The theme for the Children's Summer Reading Program is *Make a Splash @ Your Library* while the theme for the Teen Reading Program is *Make Waves @ Your Library*. The goal is to encourage reading which is essential to success as adults. The theme for the Adult Program is *Find Sanctuary in a Book*. The book selected for this summer is entitled *In the Sanctuary of Outcasts*:

A Memoir by Neil White. The publisher, Harper Perennial, has donated copies to the East Baton Rouge Parish Library. The book is the true story of the author who was a white collar criminal sentenced to serve his time at the Hansen's Disease (Leprosy) Center in Carville, Louisiana. Mr. White had a redemptive experience while at the center and the book outlines his experience. The author will travel to Baton Rouge at the end of July for an interview with Ms. Beth Courtney, Executive Director of Louisiana Public Broadcasting. The event will be held at the Lod Cook Alumni Center. Ms. Stein said she is hoping to invite Father John Carville, a retired Catholic priest of the Diocese of Baton Rouge to conduct a program at the Library about life at the Hansen's Disease Center in Carville and about the life of Father Damien who contracted Hansen's Disease while ministering to lepers at Molokai, Hawaii.

New Business

A. Introduction of New Library Board Member – Mr. Derek Gordon

Ms. Freeman then said that they would change the order of the items on the agenda and complete new business before discussing old business. She then introduced Mr. Derek Gordon, the newly appointed member of the Library Board. Mr. Gordon was appointed by the Metropolitan Council on May 12th replacing Mr. Dan Reed whose term had expired. Ms. Freeman said that Mr. Gordon is the Executive Director of the Arts Council of Greater Baton Rouge. Prior to being named CEO of the Arts Council, Mr. Gordon was CEO and President of *Jazz at Lincoln Center* in New York City and prior to that he was a Senior Vice President for the John F. Kennedy Center for the Performing Arts in Washington, D.C. Mr. Gordon said he is glad to be part of the Library Board. He said he was born and raised in Baton Rouge, went to Xavier Catholic School and Louisiana State University. He added that he is very committed to Baton Rouge.

B. Election of Officers of the Library Board

Ms. Freeman then said that after fifteen years of dedicated service to the Library Board, Mr. Dan Reed's term had expired. As he was President of the Board, it was necessary to open the floor for the nomination of a new President for the remainder of 2010. Ms. Tomlinson nominated Ms. Kizzy Payton for President. Mr. Lambert seconded the motion which passed unanimously. Since Ms. Payton was the Treasurer of the Board, it was necessary to elect a new Treasurer. Ms. Tomlinson nominated Mr. Laurence Lambert for Treasurer. Mr. Bardwell seconded the motion which passed unanimously. Ms. Freeman remains as Vice President for 2010.

C. Presentation of 2011 Budget

Ms. Payton then asked Mr. Farrar to speak about the proposed Library budget for 2011. Mr. Farrar said that each Board member received a binder containing the proposed budget for next year. He asked that the Board members review the material to prepare for a special budget workshop before the regular June meeting. At this special workshop, he and the Business Office

staff will answer any questions from Board members. He suggested that the special meeting be held on either May 27th or June 3rd. Ms. Freeman asked Ms. Zozulin to contact each Board member regarding availability on those dates and inform them of the date selected.

Old Business

A. Report on Design Work for New Main Library

Mr. Steve Jackson, architect with The Library Design Collaborative, began the design development presentation. He said this PowerPoint document will be especially helpful to the new Board members so that they will understand the process that has occurred thus far.

Mr. Tipton, architect also with The Library Design Collaborative, said that the following principles guided them in designing the Library in the Park: a thought park, seamless, unify, and unique. He then showed an overall site plan illustrating the BREC Park and the Library.

Mr. Jackson then showed a slide of a parking lot for the Library which will be located where the current building now stands. He pointed out the Plaza and the Service Yard which will be shared by the Library and BREC. He noted the protected interior zone from the parking area to the Library and the Park. Parking for the handicapped is located near the library building.

The architects then showed the designs for each of the three floors. On the first floor the public areas face north with a view into the gardens. The Teen, Children's and meeting rooms are off the lobby. The Library becomes part of the Plaza through the view in the meeting rooms. Circulation functions and the Career Center are also located on the first floor. The second floor contains the Genealogy Department and the Baton Rouge Room. Part of the second floor on the south side hangs over the first floor to provide a protected area for vehicles dropping off patrons. The third floor contains administrative offices and a reading plaza for the public. Mr. Tipton noted that the third floor has controlled access for patrons. An elevator with card access only will be utilized by staff for staff areas.

The next slides showed a view of the south elevation along with an enlarged view of the leveraged Baton Rouge Room. The north elevation of the building is completely transparent as it overlooks the park. The east elevation is a view of the Library from the Cybercafé while the west elevation shows the service area and the loading dock.

A transverse building section shows the staff areas while a longitudinal building section shows the patron areas. Ms. Tomlinson asked if there is a vegetative roof on the north side to which Mr. Tipton said yes. Mr. Bardwell asked how lighting from the outside would come down to the second floor. The architects replied that there are several areas on the second floor that are open to the third floor and thus light is filtered down. Mrs. Smith, a member of the community, asked what is located under the vegetative roof to which the architects replied the Baton Rouge Room and the Genealogy Department.

Next the architects discussed the exterior materials to be used. They said there would be conventional masonry, St. Joe brick and zinc. Over time the zinc would age and have a patina to it. Mr. Bardwell asked if over time the zinc would no longer be shiny. Ms. Lisa Hargrave, architect with The Library Design Collaborative, said the zinc will be pre-patinaed, so it will have a haze to it from the date of installation. They also consulted with the staff on interior colors and materials for the various departments. The architects then said they modeled the building for energy use through solar studies of the various sides and roof of the building in different seasons.

The architects then showed a chart containing the opinion of probable cost and the budget summary. They said the chart contains contingency figures which the staff reviewed and agreed was a good projection. Mr. Farrar told the Board that they will work to keep the costs as close to the budgeted amount as possible and will only use the contingency if necessary. Mr. Tipton noted that the staff wants to reduce the furniture budget in order to stay within the budgeted totals. Mr. Tipton added that there is no plan to ask the Board for additional money to complete the project.

Mr. Tipton then showed the design and construction schedule for the next three years. Next month Mr. Dyke Nelson, architect with Chenevert Architects, will present a review of the Leadership in Engineering and Environmental Design (LEED) components for the new Main Library construction. Bidding for a contractor is scheduled for January 2011 with a groundbreaking and commencement of construction in March 2011. After the construction is completed, there will be a period of time when the materials in the current building will be moved to the new building. The projected opening date of the new building is September 2013.

Mr. Dyke Nelson said that at the next Board meeting he will provide the Board with a detailed report illustrating the energy savings. Mr. Farrar said that the Board wants figures on the payback of the LEED certification, the benefits of this certification and what will be done. Mr. Farrar added that the City-Parish Department of Public Works, the Board and the Library staff will all give their opinions on the results of this report. Mr. Nelson said that this design will produce a good solid building for energy performance.

Ms. Freeman commended the architects for the schedule which is concise and easy to understand. Mr. Farrar asked if the shared aspects of the project will be discussed to which Mr. Tipton said yes. Mr. Bardwell asked if the \$38,219,000 approved budget includes the budget supplement and the silver LEED certification to which the architects said yes. Mr. Jackson told Mr. Bardwell that they will be able to show him what the LEED components will cost. Mr. Bardwell replied that they ought to be able to save \$4,000,000 to which Mr. Gordon replied that they cannot know that figure for sure now. For next month Mr. Bardwell would like a list of what was in the supplement, what it costs and what they are getting for those items.

Ms. Payton said they look forward to getting the full report next month. Ms. Payton asked Mr. Farrar to report on the discussions about parking lots for the Library and BREC. Mr. Farrar said that Mr. Bill Palmer, Superintendent of BREC and Mr. Ted Jack, Director of Planning and Engineering for BREC, are in attendance at this meeting. Mr. Farrar met with Mr. Palmer and Mr. Jack on May 17th to review the bids for the construction of the parking lots that the Library

and BREC will need in Independence Park. Mr. Farrar said it is important to vote on the bid because of the rising costs of construction and in order to move forward on the project. Mr. Palmer added that it is important to vote now so that the new parking lots will be ready for patrons who will come to the new library.

Mr. Farrar told the Board that the Library will pay for 50% of the cost of the parking lot near the BREC Theater and 20% of the cost of the parking lot at the botanical gardens. Mr. Bardwell said that the Library will need these parking spaces when the demolition of the current library building and parking lot occur and during the construction of the new parking lot facing Goodwood Boulevard. Mr. Bardwell asked if there would be pathways to the new library from these new lots to which Mr. Farrar said yes. Ms. Tomlinson asked if the LEED certification includes the parking lots. Mr. Tipton said the LEED certification includes the parking spaces on the south side of the building which will be permeable. Mr. Jack added that these lots are designed for water to flow into the water gardens.

Ms. Payton then asked for a motion to accept the bid for the parking lots at Independence Park. Mr. Gordon made the motion which was seconded by Ms. Freeman. The motion passed unanimously.

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

Ms. Payton asked Mr. Tommy Spinosa, III for an update on the proposed branch library in the Rouzan development. Mr. Spinosa thanked the Library Board and staff for their time and the use of the Bluebonnet Regional Branch Library for the meeting that was held on Monday, May 17th. He said this meeting was moderated by the Project for Public Spaces (PPS). They gathered information from the Library Division Heads regarding how the various departments should function to meet the needs of the public and the community. PPS also conducted a meeting on Tuesday night for members of the community and for Library Board members. Mr. Spinosa said he was pleased that the Metropolitan Council voted to accept the Cooperative Endeavor Agreement between the Library and Mr. Spinosa. The agreement is now awaiting the signature of Mayor Holden. Mr. Farrar noted that they could now move forward with this project. Mr. Lambert asked if the permitting process has been initiated to which Mr. Spinosa replied that his father, Mr. Tommy Spinosa, Jr. is handling this aspect of the project.

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

Mr. Richard Brown, architect with Bani, Carville & Brown Architects, Inc. spoke about the design of the Fairwood Branch Library. He distributed a LEED certification assessment report noting that the building is LEED friendly. He added that this assessment report analyzes the features of the building and assigns point values to each feature. Mr. Brown noted that currently the building has a silver rating. He said that the wood trusses used inside the building would come from certified forests, and that points are also given for assigned parking spaces for energy efficient vehicles like the Prius. Mr. Brown said that day lighting takes advantage of views of

the outdoors. Mr. Farrar added that the design allows for energy efficiency whether the Board seeks LEED certification or not. Ms. Payton noted that the cost of the features being discussed fall within the budget proposed for this branch.

Mr. Brown reported that he met with Library staff last week. An interior designer made recommendations for changes in the furniture. He said they now know that the donor of the property for this building has included the pond in the donation which will save the Library on drainage costs. A small portion of the parking lot is in the 100-year flood plain. The contract for geotechnical services to obtain the required soil borings is under review by the City-Parish Purchasing Department. Mr. Brown said it is important to get this contract approved because the project cannot move forward without the soil tests.

Mr. John Smith, a member of the community, said he is concerned about the use of wooden trusses in the building and the threat of Formosan termite infestation over time. Mr. Brown replied that they could use metal trusses, but that that is not as aesthetically pleasing as wood. He added that the Bluebonnet Regional Branch Library has wood trusses and has not had any problems with termites.

D. Report on Downtown Branch Library

Ms. Payton asked Mr. Farrar to report on the research for available sites for a downtown library. Mr. Farrar said that the Library Board members were given a spreadsheet of twenty possible locations including the current River Center Branch. He added that he and Mr. Dan Reed met with Judge Janice Clark, Mr. Mike Futrell, Chief Administrative Officer in the Mayor's Office, Sheriff Sid Gautreaux, and Mr. Walter Monsour in April to discuss the possibility of constructing a parking garage a block from the current River Center Branch Library. Judge Clark called the meeting because of the need for more parking spaces for the court, the Sheriff's Department and the Library patrons. Financing for the parking structure was discussed and each entity represented stated how much they could invest in the construction.

Ms. Payton said it appeared that they would be short between \$6-8 million. Mr. Bardwell added that if the parking garage were built, it would take away the parking issue concerns at the River Center Branch. Mr. Bardwell thought that the Library should partner with these other groups and stay at the current location. He asked Mr. Davis Rhorer, Director of the Downtown Development District, for his opinion on the best location for the downtown library. Mr. Rhorer said keeping the library at its current site and working toward building a parking garage is the best choice. He added that financing could be obtained through the East Baton Rouge Parish Redevelopment Authority. They know about financing options that become available. Mr. Farrar said that Mr. Monsour, of the East Baton Rouge Parish Redevelopment Authority, had mentioned the possibility of using new market credits.

Mr. Gordon then said after looking over the spreadsheet containing possible sites with the pros and cons for each location the existing site is the most viable. He said if the Library leaves the current location downtown, it will get no money for vacating that building. He added that the River Center Branch site is in a valuable location downtown. Ms. Freeman then made a motion

that the Library Board choose the current River Center Branch Library site to be the location for the downtown library and that they continue to collaborate on the construction of a downtown parking garage. Ms. Tomlinson seconded the motion which passed unanimously.

Comments by the Library Board of Control

Ms. Payton said that before they adjourn she would like to recognize Mr. Dan Reed for his fifteen years of service on the Library Board and most recently as President of the Board. She said that while he was a Board member nine libraries were constructed. Ms. Payton opened the floor for comments from the other members of the Board. Ms. Freeman said she will always remember how Mr. Reed mentored her as a new Board member explaining the various projects and helping her understand what she needed to know in order to serve on the Board. She added that he always did this with the kindest heart any time she asked a question.

Mr. Farrar said he appreciated Mr. Reed's hard work, dedication and leadership of the Board during many challenging times. He then named the nine buildings that were constructed while Mr. Reed was a Board member; those being the Baker, Carver, Central, Delmont Gardens, Eden Park, Greenwell Springs Road Regional, Pride-Chaneyville, Scotlandville and Zachary Branch Libraries. Mr. Farrar added that Mr. Reed used good judgment and a steady hand in guiding the Board. He stated that Mr. Reed was always a true supporter of the Library. He also said Mr. Reed was involved in other volunteer activities in the community such as working with Habitat for Humanity and Volunteers in the Public Schools. For these activities Mr. Reed was chosen for the Volunteer Activist Award this year. Mr. Farrar noted that at the award banquet he learned that Mr. Reed enjoys working in his yard and garden and hosting an Easter Egg Hunt for his church every spring. Mr. Farrar concluded his remarks by saying that Mr. Reed is a good friend and that he will be missed.

Mr. Reed then replied that he appreciated the opportunity to work with the Library system. He said that it is important to remember that each Board member is a member at large and not just representing the community in which the Board member resides, but the entire parish.

Mr. Farrar presented Mr. Reed with a gift in appreciation for his service and he invited all present to stay and enjoy the refreshments and to personally thank Mr. Reed.

There being no further business, the meeting was adjourned on a motion by Ms. Freeman, seconded by Mr. Tomlinson at 5:40 p.m.

Kizzy Payton, President

David Farrar, Library Director