

REVISED AGENDA
FOR REGULAR MEETING OF THE
EAST BATON ROUGE PARISH LIBRARY BOARD OF CONTROL
MAIN LIBRARY
7711 GOODWOOD BOULEVARD
BATON ROUGE, LA 70806
DECEMBER 16, 2010
4:00 P.M.

I. ROLL CALL

II. APPROVAL OF THE MINUTES OF THE REGULAR MEETING OF OCTOBER 21, 2010

III. REPORTS BY THE DIRECTOR

- A. FINANCIAL REPORT
- B. SYSTEM REPORTS
- C. OTHER REPORTS

IV. OLD BUSINESS

- A. TO ACCEPT THE COOPERATIVE ENDEAVOR AGREEMENT FOR THE NEW MAIN LIBRARY – MR. DAVID FARRAR
- B. TO ACCEPT THE DESIGN DEVELOPMENT PACKAGE FOR THE ROUZAN BRANCH LIBRARY – MR. MIKE SULLIVAN – LRK, INC.
- C. TO CONDUCT THE ANNUAL PERFORMANCE EVALUATION OF THE LIBRARY DIRECTOR – MS. KIZZY PAYTON

V. NEW BUSINESS

- A. TO NAME THE NEW MAIN LIBRARY BUILDING – MR. DAVID FARRAR
- B. TO ACCEPT A DONATION OF A STAINED GLASS WINDOW FOR THE NEW MAIN LIBRARY – MR. DAVID FARRAR
- C. TO NAME THE LIBRARY BRANCH BUILDING AT ROUZAN – MR. DAVID FARRAR
- D. TO ENGAGE THE CITY-PARISH ARCHITECTURAL SELECTION COMMITTEE TO HIRE AN ARCHITECT FOR THE DESIGN OF THE DOWNTOWN BRANCH LIBRARY – MR. LAURENCE LAMBERT
- E. INTRODUCTION OF MR. BRIAN FIELDER – NEW DEPUTY LIBRARY DIRECTOR – MR. DAVID FARRAR

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.

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

December 16, 2010

The regular meeting of the East Baton Rouge Parish Library Board of Control was held in the auditorium of the Main Library on December 16, 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. Lawrence Lambert, and Ms. Beth Tomlinson. Also in attendance were Mr. David Farrar, Library Director; Mr. Brian Fielder, Deputy Library Director; Ms. Mary Stein, Assistant Library Director of Administration; Ms. Patricia Husband, Assistant Library Director of Branch Services; Ms. Rhonda Pinsonat, Library Business 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; Mr. Ted Jack, Director of Planning and Engineering for BREC; and Mr. Rip Manint of the Parish Attorney's Office were also present. Ms. Lisa Hargrave, architect with The Library Design Collaborative; Mr. Norman Chenevert and Mr. Dyke Nelson, architects with Chenevert Architects; Mr. Mike Sullivan, architect with Looney Ricks Kiss Architects; and Mr. Tommy Spinosa, III of JTS Realty Services, LLC also attended. Ms. Rebekah Allen, reporter and Mr. Arthur Lauck, photographer both with *The Advocate* along with about fifty people from the community were also at the meeting. Absent from the meeting were Board members Mr. Donald Browning, and Mr. Derek Gordon.

Ms. Freeman opened the meeting by asking for the approval of the minutes of the regular meeting of the Library Board on October 21, 2010. The minutes were unanimously approved on a motion by Mr. Lambert, and seconded by Ms. Tomlinson with two corrections. Ms. Kizzy Payton arrived and then presided over the remainder of the meeting.

Reports by the Director

A. Financial Reports

Ms. Payton 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 November 30, 2010 show operating expenditures of \$22,858,828.22 or 74% of the operating budget spent. Through November, the Library should have spent no more than 92% of the operating budget. Cash collections from property taxes for 2010 finished at \$1.42 million or 4.19% ahead of 2009. In addition, interest earnings for the third quarter were higher than expected and the Sheriff's Office distributed \$89,000 in interest it earned while collecting and temporarily holding Library taxes during the years of 2008 and 2009. Finally, the negative \$4,600 for December's property tax represents cancelled Sheriff's Office tax sales. The Library was given provisional credit at the time of the sales, but these revenues were reversed when the prospective buyers failed to complete their purchases within the prescribed period.

B. System Reports

Mr. Farrar noted that gate count statistics are strong, that the East Baton Rouge Parish Library database usage leads the state this month, and circulation numbers throughout the system remain high.

C. Other Reports

Mr. Farrar reported that under “New Business” on the agenda, the Main Library, the branch at Rouzan and the downtown branch library will be discussed. In regard to the Fairwood Branch Library, the City-Parish Department of Public Works, Architectural Services Division is reviewing the final design development package accepted by the Library Board in October. There are some legal technicalities regarding the easement. The Parish Attorney is working on these concerns so that the architect can proceed with the creation of construction documents. A groundbreaking ceremony is anticipated for June of 2011.

Mr. Farrar asked Ms. Stein to give an update on programs and services provided by the Library. Ms. Stein said that they hope to have the new Library website on-line by December 24th. The website address will change and will be easier to remember. It will be www.ebrpl.com which stands for East Baton Rouge Parish Library. The new site will be easy to navigate for both patrons and staff. The Library has been working with students from the Louisiana State University Graphics Design Program on new signage and a new logo for the Library. These new features will appear in the spring of 2011 on stationery, business cards and on labeling for shelving at Main and then for all of the branch libraries.

Ms. Stein said that Mrs. Claus and her elf helper have been visiting each of the branches to meet with children who have messages and letters for Santa. This annual event continues to be very popular and well attended by children and parents. Ms. Stein added that the Library’s participation at the downtown Festival of Lights on December 3rd was very successful. The bookmobile was parked next to the Christmas tree and the River Center Branch Library. The River Center Branch Library was also open during the festival. Attendance was high at both the bookmobile and the branch library.

Ms. Stein said that Adult Services is going to host Authors Row on April 16, 2011 at the Bluebonnet Regional Branch Library. This event features local and regional authors. They are welcome to bring their books to discuss them with patrons and to sell and autograph their works. This program was very popular here in the 1980s and 1990s and the Library looks forward to reviving this event.

Mr. Farrar noted that Mr. Bill Palmer, Superintendent of BREC; and Mr. Ted Jack, Director of Planning and Engineering for BREC are present at this meeting today. He said he has been discussing with them the idea of moving the Library’s gardening and landscaping collection to the Cybercafé.

Mr. Farrar asked Ms. Husband to give her update on branch maintenance projects. Ms. Husband said that the installation of new flooring at the Jones Creek Regional Branch Library has been completed. Three types of materials were used. In the areas such as Circulation cushioned vinyl sheets that require only damp mopping were used. In the Children's Services Department linoleum was installed because it only requires damp mopping and dry buffing. In other areas of the building carpet tiles were used. In-slab conduits were placed in the Young Adult Department to replace those cables that were on top of the carpet. In-slab conduits were also installed in the Adult Services Department in anticipation of the installation of additional computers. The restrooms will be painted and the wood furniture will be re-stained. Chiller and AC controls are 97% complete at this branch. Ms. Husband distributed print-outs of photos taken at the Jones Creek Branch after the new flooring project was finished. Mr. Farrar said he wished that Mr. Browning were here today to hear about the work completed in the Jones Creek Branch because this branch in many ways is "his branch".

Ms. Husband said that the cooling tower has been installed at the Bluebonnet Regional Branch Library. A lighting upgrade package is out for bid. This upgrade will provide more energy efficient lighting. Included will be a reconfiguration of the lighting controls. Ms. Husband added that they are planning to replace the flooring in the Bluebonnet Branch as they have just done at Jones Creek.

Ms. Payton then asked Ms. Tomlinson to be the time keeper for public comments in the absence of Mr. Gordon. Since Ms. Tomlinson did not have a watch with a second hand, Mr. Lambert agreed to keep time.

Old Business

A. To Accept the Cooperative Endeavor Agreement for the New Main Library – Mr. David Farrar

Mr. Farrar said that the Library and BREC have been working on a Cooperative Endeavor Agreement (CEA) for the last two years. This document has been created to delineate the partnership that will occur between the East Baton Rouge Parish Library and BREC as they provide library and park services at the Goodwood Main Library and Independence Park. The CEA ensures a balanced relationship between the Library and BREC regarding the use and maintenance of such areas as the parking lots, and the plaza. Mr. Farrar noted that BREC's Commission has accepted the agreement and that Mr. Bob Abbott of the Parish Attorney's Office has reviewed the CEA for the Library. Mr. Abbott said that the signatory should be the Mayor-President and that the recitals should reflect that the City of Baton Rouge and the Parish of East Baton Rouge owns Independence Park and the current Goodwood Main Library site. Mr. Abbott noted that these changes would be made in the document that the Mayor signs.

Mr. Bardwell said he had several concerns regarding the CEA. He said that on page 12 under "Damage or Destruction by Casualty", the first sentence limits the cause of loss to "acts of God". This paragraph also gives either party the option to terminate the entire agreement if notice is given within 180 days or a fewer number that may be agreed upon. Mr. Bardwell said that this is

too vague and could cause a legal problem. He added that Mr. Abbott agreed with him that this clause is not suitable where two government entities are involved.

Mr. Palmer said he agrees with Mr. Bardwell about the “Damage or Destruction by Casualty” clause on page 12. He said this clause is more applicable in an agreement with a non-government entity and that they can strike this clause from the CEA.

Mr. Bardwell also said that since BREC proposed the name “Thought Square” for the entrance plaza two years ago, the Library Board has not favored this name. Mr. Bardwell would like another name for this area. He added that this would not be the time to propose other names. Mr. Palmer replied that “Thought Square” is a tentative name. He suggested that they have a gentleman’s agreement to come up with a creative name for the plaza area.

After this discussion Mr. Bardwell said he is ready to accept the Cooperative Endeavor Agreement. Mr. Bardwell made a motion that the Library Board accepts the Cooperative Endeavor Agreement for the new Main Library with the changes outlined by Mr. Abbott and agreed upon by Mr. Palmer at this meeting. The motion was seconded by Ms. Freeman and passed unanimously.

B. To Accept the Design Development Package for the Rouzan Branch Library – Mr. Mike Sullivan – LRK, Inc.

Ms. Payton opened this item for comments from the public regarding the design development package for the Rouzan Branch Library. Mr. John Berry, a member of the community, asked to speak. He asked, “Where is Mr. Spinosa?” Ms. Payton replied that at this time only comments and not questions from the public are allowed and only comments on the item stated on the agenda. She also asked Mr. Berry to state his name and address as is done at Metropolitan Council meetings. Mr. Berry began to argue about this procedure. Mr. Farrar asked Ms. Husband to get the Sheriff’s Deputy on duty. Mr. Berry then stated his name and address. Ms. Freeman asked Mr. Berry to be civil because the Library Board members want to hear his comments. Mr. Berry cited four articles from *The Advocate* and *The Greater Baton Rouge Business Report* outlining Mr. Spinosa’s financial difficulties. Mr. Berry asked why the Board has continued to work with Mr. Spinosa over the last four years in light of his financial difficulties. Mr. Berry said that the public has lost trust in the Library Board because of its continued collaboration with Mr. Spinosa. There were no other comments from the public.

Ms. Payton asked Mr. Mike Sullivan, architect with Looney, Ricks Kiss Architects to present the design development package for the Rouzan Branch Library. Mr. Sullivan said he has met with Mr. Jim Frey, of the City-Parish Department of Public Works, Architectural Services Division, regarding the process for creating the construction bid package which should be completed in about two months. He said he has also met with Library staff regarding finishes and furnishings for the branch library in the Rouzan development.

Mr. Sullivan then made a PowerPoint presentation highlighting the main features of the design of the branch library. He showed a slide of the proposed Rouzan site and the location of the branch

library. The front plaza faces the park side of the property which contains a great lawn and tree canopies for shade. This outdoor space will be available for programming such as music events, movies and a reading area. The rear plaza will face the parking garage and the bike rack. The exterior of the building is classic with an 18th century appearance. Mr. Sullivan showed slides of the exterior from the west and the east.

He then described and showed samples of the building materials. He noted that the roof is a recycled simulated slate roof and the outer walls are constructed of white coated brick. Ms. Freeman asked about the upkeep of a white brick building to which Mr. Sullivan replied that there is a 15-year warranty on the paint product. Mr. Sullivan added that this was the choice of Mr. Frey and the Library staff.

Mr. Sullivan then showed several floor plans for the various interior spaces pointing out the rotunda or egg in the center of the building. Mr. Farrar said that the egg enhances the lines of sight from one department to another which is important for patron and staff security. This floor plan is the same as the one presented in the schematic design phase of the project. Periodicals will be located in the rotunda area with the Reference Department facing the front porch. The Teen Department will be located on one side of Reference and the meeting rooms and Children's Department on the opposite side. The Circulation Department will be placed on the rear plaza side of the building along with rest rooms and staff areas.

Mr. Sullivan then described the various types of shelving and flooring. He said 36-inch shelving would be used in the Reference and Children's areas to provide for better visual management in these areas. He then discussed the floor coverings noting that because the construction is an open plan with few walls, different designs in the carpet will designate different departments. Mosaic tile will be used in the heaviest traffic area encircling the rotunda. Specialty carpet will be used in the periodicals and linoleum will be used in the Children's Department.

Mr. Sullivan showed an aerial view of the interior and then the furnishings for the various departments. Ms. Payton asked the Board members if they had any questions. Mr. Bardwell asked about the furniture. He said the exterior of the building looks 18th century-like, but the chairs and interior look modern. Mr. Sullivan agreed with Mr. Bardwell's assessment. Mr. Bardwell said he does not like the interior furnishings and that he wants choices that look less plastic. Ms. Freeman noted that when she went to the American Library Association Annual Conference this past summer she saw and sat on some of the chairs in Mr. Sullivan's drawings. She said they are not comfortable and other designs should be found.

Mr. Lambert then made a motion to accept the design development package for the Rouzan Branch Library. The motion was seconded by Ms. Freeman and passed unanimously.

Mr. Bardwell said he noticed a discrepancy in the furniture, fixtures and office equipment budgets between the Fairwood and Rouzan Branch Libraries. He said the Rouzan budget is \$500,000 while the Fairwood budget is only 354,972. He asked why this is so. Ms. Pinsonat answered that these figures are just placeholders and do not indicate the amount of money that will actually be spent.

C. To Conduct the Annual Performance Evaluation of the Library Director – Ms. Kizzy Payton

Mr. Bardwell asked if they could move this item to the end of the agenda. He said that then the members of the public who did not wish to wait for the Library Board as they went into Executive Session to evaluate the performance of the Library Director could leave the meeting and yet hear all of the other discussions of items on the agenda. Ms. Payton agreed and the Board proceeded with New Business.

After items A through E under New Business were discussed, at 5:30 p.m. Ms. Payton said the Library Board would go into Executive Session to conduct the annual performance evaluation of the Library Director. She said the Board members would conduct the evaluation in the Board Room on the second floor of the building. The Library Board members returned at 6:25 p.m. to the auditorium and Ms. Payton reconvened the public meeting. Ms. Payton said that during the performance evaluation no votes were taken. Ms. Freeman said that based on the completed performance evaluation of Mr. David Farrar, Library Director she moved that the Library Board increase Mr. Farrar's salary to the next step effective January 1, 2011. Ms. Tomlinson seconded the motion which passed unanimously.

New Business

A. To Name the New Main Library Building – Mr. David Farrar

Mr. Farrar said that the Library Board is being asked to name the new Main Library building at this time. It is necessary to choose a name in order for the architects to establish letter spacing on the building in their construction documents. Ms. Tomlinson asked if any members of the public had any comments. Ms. Stein added that she hopes the name they select will not be too long because of stationery and other printing concerns.

Mr. Rex Cabaniss, a local architect, said that if the name is too long, the public will not use that name and will come up with a shorter one. Mrs. Gayle Smith, a member of the community, said she hopes that Main Library is in the name.

Mr. Bardwell said this area was known as Goodwood before there was an Independence Park and that Goodwood has a longer history than Independence Park. He added that he does not want to start a disagreement, but it is the main library and so he suggested Central Goodwood Library. Mr. Lambert replied that we now have a city named Central which could make this name confusing. Ms. Freeman suggested Goodwood Main Library and Ms. Tomlinson suggested Goodwood Park Library. Mr. Thomas Graner, a member of the public, said he thinks Goodwood Main Library is a good choice. Ms. Freeman again said her choice is Goodwood Main Library because everyone knows it's in the park. Ms. Freeman moved to name the new main library, Goodwood Main Library. The motion was seconded by Mr. Bardwell and passed unanimously.

B. To Accept a Donation of a Stained Glass Window for the New Main Library – Mr. David Farrar

Mr. Farrar said that an offer has been made to donate a stained glass window for the new Goodwood Main Library. The donation will be funded by Ms. Katherine O’Neil of Vancouver, Washington and Claire and Stephen Wilson of Baton Rouge. Mr. Farrar said that the window would be located in the expanse of the first and second floors at the opposite end of the entrance of the library. It would be adjacent to the Children’s Room on the first floor. There were no comments by the public.

Mr. Farrar added that a design has not been developed yet and a value for the window has not been established. He said that Mr. Wilson is a respected member of the art community in Baton Rouge and he has created stained glass windows for the River Center Branch, the Bluebonnet Regional Branch and the Eden Park Branch Libraries.

Mr. Bardwell asked why Ms. O’Neil is making this offer since she lives in Washington State. Mr. Farrar said he believes that she is doing this in memory of a loved one. Mr. Farrar said he can get more information about why she has chosen the East Baton Rouge Parish Library for this gift.

Ms. Freeman made a motion to accept the donation of a stained glass window for the Goodwood Main Library. Ms. Tomlinson seconded the motion which passed unanimously.

C. To Name the Library Branch Building at Rouzan – Mr. David Farrar

Mr. Farrar said that the Library Board is also being asked to name the branch library building at Rouzan at this time. It is necessary to choose a name in order for the architects to establish letter spacing on the building in their construction documents. Mr. Farrar said most of the branches are named for the area of the parish in which they are located. He said that possibly Rouzan Branch Library would be appropriate. There were no comments by the public. Mr. Bardwell asked what other name it could be. He said Perkins Road would not be a good choice. Mr. Bardwell then made a motion to name the branch library at Rouzan, the Rouzan Branch Library. The motion was seconded by Mr. Lambert and passed unanimously.

D. To Engage the City-Parish Architectural Selection Committee to Hire an Architect for the Design of the Downtown Branch Library – Mr. Laurence Lambert

Ms. Payton opened this item, to engage the City-Parish Architectural Selection Committee to hire an architect for the design of the downtown branch library for comments from the public. Mr. Berry asked to speak and said that there is a Library Board member on the Architectural Selection Committee as stated in an article by the Baton Rouge Area Foundation. Ms. Payton replied that no member of the Library Board is on the Committee. However, when the

Committee chooses an architectural firm to design a building for the Library either the Library Director or the Library Board President is allowed to vote.

Mr. Lambert then made a motion that the Library Board engages the City-Parish Architectural Selection Committee to hire an architect for the design of the downtown branch library. Mr. Lambert added that the firm chosen must emphasize in their design the urban context of its location and the requirement of the use of robust technology. Ms. Tomlinson seconded the motion. Ms. Freeman then asked Mr. Lambert what the difference is from the other branch libraries in the system. Mr. Lambert replied that the branch will be located downtown, and so it should be open and inviting to pedestrians. Mr. Farrar said he will also communicate to Mr. Frey that a design that is technology-driven will be an important factor in the choice of an architect.

Mr. Bardwell then asked if they need a building program before an architect is named. Mr. Farrar replied that there are two ways to proceed. One way would be to give Mr. Frey a completed building program from which to formulate the Request for Qualifications (RFQ) and the second way would be for Mr. Frey to include as part of the RFQ that the architectural firm chosen produce a building program and a design for the downtown branch. Ms. Freeman said it is jumping the gun by choosing an architect without a building program in place and is different from the Library's other branch constructions. Mr. Farrar noted that this downtown branch is going to be technology driven and will be the size of a super regional branch. He stated they will need to monitor the costs involved in the design phase.

Mr. Lambert said that Ms. Denelle Wrightson of PSA Dewberry had done a building program of 45,000 square feet for a downtown library. Mr. Bardwell noted that this building program did not address the technology for which they are asking. Ms. Payton asked Mr. Farrar how long it would take to complete a new building program. Mr. Farrar replied that if they ask for a building program separately, they will have to ask for two RFQs for this project. Mr. Frey said he has done an RFQ for a building program and design by utilizing the services of a technology expert. Ms. Tomlinson said she has seen this method used successfully and when the architect is picked, the architect will further refine the program. Mr. Lambert agreed that one firm can create the building program and the design of the branch building.

Mr. Chris Remson of Remson Haley Herpin Architects asked how other architectural firms would be able to participate when thus far only one firm was privy to the building requirements. Mr. Remson said that the required technology needs to be defined. Mr. Farrar replied that the technology will be defined in the RFQ. Ms. Tomlinson added that Mr. Frey has the experience to produce the necessary RFQ.

Since a motion had been made and was seconded, the Board then voted. Mr. Lambert, Ms. Tomlinson and Ms. Payton voted in favor of the motion; Ms. Freeman and Mr. Bardwell opposed the motion. The motion passed.

E. Introduction of Mr. Brian Fielder – New Deputy Library Director – Mr. David Farrar

Mr. Farrar introduced Mr. Brian Fielder, the new Deputy Library Director. He said that a year and a half ago the Library Board voted to add the position of a deputy director to the staff of the Library. Mr. Farrar chose Mr. Fielder who is a native of Tennessee. He has a degree in Finance and a Master's in Library Science from the University of Alabama. Mr. Fielder was a director of a law firm library, worked as a librarian at the New York Public Library and has been the Director of the Talladega Public Library. He has worked in libraries his whole professional career and as a director for twelve years.

Mr. Farrar noted that the Library is the third largest department of the City-Parish government. Therefore, the Department of Human Resources requested that the deputy library director have experience in human resources. Mr. Farrar said that Mr. Fielder has extensive experience in human resources and will oversee personnel matters for the Library. He will also head up the Library's new diversity effort and recruiting process.

Mr. Farrar said Mr. Fielder's Finance degree will enable him to provide additional expertise in budgeting and capital construction. Because of his construction experience, he will work with Ms. Husband to oversee the building process for the four new library facilities. Mr. Farrar said he has known Mr. Fielder professionally for fifteen years. He said Mr. Fielder wanted to come to a community that is passionate about its library and they both look forward to continuing the good work of the East Baton Rouge Parish Library.

Those at the meeting applauded Mr. Fielder. Mr. Fielder thanked everyone for the warm welcome he has received and said he looks forward to working here. Mr. Bardwell asked why he chose our Library system. Mr. Fielder replied that it was because The East Baton Rouge Parish Library is very vibrant and is growing which is rare in most places.

Comments by the Library Board of Control

Mr. Bardwell said that he has enjoyed the *Live at Chelsea's* programs this fall. He noted that Ms. Emilie Smart, Head of the Reference Department and Ms. Tameka Roby, Library Technician in Public Relations, do a great job encouraging audience participation at these events. Mr. Farrar said that this program is funded by the Patrons of the Public Library (POPL) which is the Library's Friends Group. He added that libraries across the country have Friends Groups to assist with special projects and programs and he appreciates our patrons' involvement.

Ms. Payton said that Mrs. Gayle Smith had asked if she could show the Board some materials. Mrs. Smith came forward with samples of children's paperbacks that were worn and falling apart. Mrs. Smith said that these materials should be replaced with new copies. Mr. Farrar replied that these worn books illustrate that the book is not dead. He said weeding is done regularly and it is hard to discard popular items that are out of print. He said they would do a better job of weeding unusable books in the future. Ms. Pabby Arnold, Head of Children's Services and Ms. Stein looked over the books. Ms. Stein said that some paperbacks show wear

and tear on the outside, but are still in good shape inside. Also if the book is part of a series and the only one in our collection it is necessary to keep it. Ms. Freeman thanked Mrs. Smith for bringing these materials to their attention.

Ms. Freeman said that the Library Board needs to have a strategic planning session again as they did in 2009.

There being no further business, the meeting was adjourned on a motion by Mr. Lambert, seconded by Ms Freeman at 6:35 p.m.

Kizzy Payton, President

David Farrar, Library Director