

Ascension Parish Library
Regular Meeting of the Library Board of Control
Wednesday, September 27, 2017, 6:00 PM, Gonzales

In attendance were Lauthaught Delaney, Sr., Kathy Lambert, R. Ryland Percy, III, Sandra Scallan, Angelle Deshautelles, Larie Myers, and John Stelly. Also present were Lisa Bacala and Joyce Sigler. Teri Casso (ex officio) and Cathy Robertson were absent.

On motion by R. Ryland Percy, III, seconded by Lauthaught Delaney, Sr., the minutes of the previous meeting held on August 30, 2017, were approved.

On motion by Lauthaught Delaney, Sr., seconded by R. Ryland Percy, III, the Public Comment Period was opened. No one was present for public comment. **On motion by R. Ryland Percy, III, seconded by Lauthaught Delaney, Sr., the Public Comment Period was closed.**

Old Business:

- The changes to the statistical reports were reviewed. At the October meeting the Library Board will receive the current statistics and the new statistical reports. Once final approval is received the new statistical reports will become effective January 2018.
- Adult literacy was discussed. RPCC is working on hiring the instructor(s) for literacy. The library will also be hiring two individuals to handle adult literacy as part of their job description.
- Documents were handed out and discussion was held regarding the 2018 budget. The fund balance listed was discussed. **On motion by R. Ryland Percy, III, seconded by Kathy Lambert, a motion was approved to schedule a meeting with the library's auditor to review the fund balance line and the best method of reporting this information. On motion by R. Ryland Percy, III, seconded by Kathy Lambert, a motion was approved to ask Mr. Henry Schexnayder, III, of the Strategic Initiative Committee, to attend the meeting with the auditor if possible.**

Larie Myers arrived at the meeting at this time.

New Business:

- It was suggested that the library check with Bobby Webre and the fire department to ascertain the level of interest in sharing the St. Amant site with the library.

Board Chairman's report/items for discussion:

- Parish Website of Library Board information be updated; Library Director
- Follow up on the digital sign for PSAs; Community Coordinator
- Please send the current director's evaluation samples to the library board for review; Library Director
- Update from Community Coordinator on initiatives for outreach to other community entities.
- Community Coordinator reported on the visit with the outreach coordinator at Terrebonne Parish Library.

Joyce Sigler left the meeting at this time.

The building program was reviewed:

- Two change orders are in process for the Galvez location --- **On motion by R. Ryland Percy, III, seconded by Lauthaught Delaney, Sr., the change order number eight for changing the outlet locations in the vestibule [\$862.00] was approved.** The second change order will involve changing the front down spouts to match the back wall.
- Donaldsonville will be assessed for potential renovation to make the building more user friendly.
- Mr. Jackson and Mr. Mougeot sent documentation to the Library Board concerning their business.

Lauthaught Delaney, Sr. left the meeting at this time.

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Building/Grounds:

- Donaldsonville grounds will be reviewed with the grounds keeper in a meeting to be scheduled; the library placed a Sentricon termite system at the Donaldsonville location. Ceiling tiles have been rearranged to present a cleaner look.

Library Director's report:

- An HVAC unit in Donaldsonville will require replacement at a cost of \$7,500. This is a unit that will involve the current requirements of upgrading to a different Freon product.
- Deshautelles also informed the Board about summer reading club statistics, a gift of monitors from Valero – St. Charles Refinery [Travis Roques].
- Upcoming conferences and dates will be emailed to Board.
- The library will be upgrading card use and options by the end of 2017. In order to improve the process, administration requested the library be allowed to “purge” certain records from the patron collection. **On motion by R. Ryland Percy, III, seconded by Kathy Lambert the board approved the purging of records ten years or older [2006 and back] from the ILS system.**

On motion by R. Ryland Percy, III, seconded by Kathy Lambert, the meeting was adjourned.

Angelle Deshautelles, Secretary

Sandra Scallan, Chairman