

Ascension Parish Library
Regular Meeting of the Library Board of Control
Wednesday, September 25, 2019, 4:00 PM, Gonzales

- The meeting was called to order at 4:00 pm.
- In attendance were Lisa Bacala, Lauthaught Delaney, Sr., Charles “Jay” Lemann, Jr., R. Ryland Percy, III, Sandra Scallan, Donna Whittington, Angelle Deshautelles, Larie Myers, and John Stelly. Teri Casso and Henry J. Schexnayder, III were absent.
- Members of the public were also in attendance.
- **On motion by Charles “Jay” Lemann, seconded by R. Ryland Percy, III, the minutes for the August 28, 2019 meeting were approved.**
- **On motion by Sandy Scallan, seconded by Lauthaught Delaney, Sr., the public comment period was opened.** No members of the public wished to speak. **On motion by Lauthaught Delaney, Sr., seconded by Sandy Scallan, the public comment period was closed.**
- The community coordinator report was given at this time. Deshautelles reviewed the report with the Library Board.
- The library director’s report was given at this time. Several items from the report were discussed. Other items mentioned were the quotes for wrapping the vehicles and quotes process on evaluating the trees at each location.
- Old business:

The Board acknowledged receipt of the RFP for Assessment for Library Facilities. The Board was pleased with the document, adjusted some dates and times on the document, and instructed that it be released to those listed in the email accompanying the document. **On motion by R. Ryland Percy, III, seconded by Charles “Jay” Lemann, Jr., the Board accepted the RFP as written and for the library to proceed with the process.**

On motion by R. Ryland Percy, III, seconded by Donna Whittington, the board approved administration’s request to use a 2% base amount in calculating 2020 raises. The raise for each employee will vary based on job performance, etc.

Committee members acknowledged appreciation of the documents requested being sent to the committee. Administration was asked to begin a long rang project to combine the salary structure to the organization chart.

- New business:

The Board requested that a special meeting be held on Tuesday, October 15, 2019 at 4:00 pm in Gonzales to continue discussions from the personnel and finance committee meetings.

The Friends group will be holding its fall book sale in Dutchtown on October 5 and 6. They will be placing signs at all locations and a banner in Dutchtown to announce the event.

A second outreach vehicle, sized between a van and the current outreach vehicle, will be sought to allow for home deliveries and pickups, and outreach stops that cannot accommodate the current outreach vehicle’s size. The Board recommended that the previous Outreach Vehicle subcommittee again proceed with this task.

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Percy asked Galvez branch librarian Stephanie Mayeux, if asked by the Galvez neighbor about drainage, please inform him that the parish and state are still working on the issue in the Galvez area. It is tied to road construction currently going on at this time.

Dutchtown branch librarian Carrie Goodall was asked about any current activity from the parish concerning the spray park under consideration by the parish. Markings in the concrete have been seen, but that is all so far.

John Stelly reported that the RFID consideration will be discussed at the October meeting so that the needs assessment can be taken into consideration.

- Under Board Chairman's report, Bacala recognized the staff present and thanked them for their attendance. She also thanked staff and administration for the work efforts at the library.
- The building program is complete as to current projects and future projects are on hold until the needs assessment is complete.
- Building and grounds were discussed: the Donaldsonville location has been pressure washed and the canopy areas will soon be painted. The Dutchtown location has also been pressure washed.
- The October meeting was discussed due to the additional need for SSA Consultant Rudy Gomez's presentation to the Library Board concerning the Needs Assessment. A decision was made to begin the meeting at 3:00 pm to allow for Mr. Gomez's presentation. Lemann asked that the report be sent to the Library Board before the presentation. The Board also moved the meeting to Tuesday, October 29, 2019 at 3:00 pm in Gonzales.
- **On motion by R. Ryland Percy, III, seconded by Donna Whittington, the meeting was adjourned.**

Angelle Deshautelles, Secretary

Lisa Bacala, Vice Chairman