

St. Charles Parish Library

Board of Control Meeting

March 15, 2022 at 6:00pm

MINUTES

A regular meeting of the St. Charles Parish Library Board of Control was held at 6:00pm, Tuesday, March 15, 2022 in Council Chambers at the Courthouse in Hahnville.

Members Present: Celeste Uzee, Beverly DeLaune, Lori Lyons, Tammy Windmann, Annie Harmon, Randy Matherne, and Holly Fonseca

Members Absent: Charlene Alexander-Armstrong

Staff Present: Leann Benedict

Others: None

Mrs. Uzee called the meeting to order and asked all to stand for a moment of silent prayer followed by the Pledge of Allegiance.

Mrs. Uzee asked for approval of the minutes of the January 18, 2022 meeting. Mrs. DeLaune moved that the minutes be approved as e-mailed. The motion was seconded by Mr. Matherne and passed unanimously.

The attendance report for board members was completed.

The next agenda item was Public Comment. There were no requests for public comment.

The next agenda item was the Librarian's Report. Mrs. Benedict gave the following report:

“We are continuing to add more in-person programming and I'd like to highlight two of our recent program series. *Witness to Change: Community Conversations on Coastal Impacts* is a new adult reading and discussion program of the Louisiana Endowment for the Humanities. It is the result of a grant awarded to us and only five other public library sites around the state. This program is facilitated by two scholars who will lead discussions with a group of twenty community members. *Witness to Change* is a four-part series, taking place over four months and covering a different book each session. The series incorporates history, memoir, and fiction and will engage participants in conversations on the beauty of and challenges faced by coastal communities. Registration for that program is already filled.

We also have another program from the Louisiana Endowment for the Humanities. We are excited to once again be able to present Prime Time Family Reading. Prime Time offers learning programs designed to strengthen families and communities by harnessing

the humanities. Our programs seek to create lifelong learning pathways for children and families of all backgrounds. This is a six-week program that features a storyteller and scholar to guide the families through a meaningful discussion about books. We are piloting the series "Nourish," which focuses on food and how it effects or families and communities. This is the third time we have hosted Family Prime Time and we are happy to bring back offering a full family meal at each session. The families also receive copies of all the books discussed in the program. Sessions began on Thursday, March 10 and will continue into April. This program is funded by Shell, the Louisiana Endowment for the Humanities, and Prime Time.

Our "10 to Try" Challenge is officially underway and has thirty-nine people signed up so far. The program will run through the entire year (Jan 1, 2022 - Dec 31, 2022) Patrons can mix and match reading books with a variety of activity-based challenges to add up to ten. For example, they can read two books and do eight activities; do ten activities; read six books and do four activities, etc. The goal is to encourage patrons to explore new genres as well as get them to know their library resources better. Once patrons have earned ten digital badges, they will earn a brag tag. Patrons can find more information and sign up for the program at myscpl.org/readingchallenges.

In staffing news, on Friday, February 18th the library was closed for All Staff Day Training. It was a great day for the staff as they reconnected face-to-face for the first time in over two years. They had recently completed a webinar series called the Librarians Guide to Homelessness and the all-staff day followed that training up with a screening and discussion of the movie "The Public", which is set in a public library and does a great job at showing the challenges many public libraries face. The training not only taught staff about how to provide better service to the homeless populations, but also addressed many of the day-to-day challenges we face. It addressed things like protecting patron privacy and the right to freedom of information. It addressed dealing with challenging patron situations in a calm and professional manner and provided tools and skills to de-escalate and solve problems quickly. At the end of the staff day, Board President, Celeste Uzee, joined us to help hand out staff service awards from the past two years. The following staff were recognized during this time:

2020 Service Awards:

- Roberta August, Monica Tellock, Sophia Muentes, and Judy Ruiz for 5 years of service
- Brenda Guillot for 10 years
- Eva Fiffie, Jason Rogers, and Kenny Breaux for 20 years

2021 Awards:

- Heather Butera, Jon Renee Chiasson, and Traci Musso for 5 years of service
- Sue Drinkert for 15 years
- Donna Jenkins for 20 years
- Joyce LoCoco for 25 years

- Laurie Goodell for 37 years
- Claire Cermak for 48 years

In other staff news, we just finished onboarding a group of new part-timers. We are excited to welcome the following staff members to our team:

- Delaney Carson as a Part-Time Circulation Assistant at East
- Ashley Harris as a Part-Time Circulation Assistant at West
- Patrick McKinney as a Part-Time Circulation Assistant at St. Rose
- Emil Schubert-Talavera as a Part-Time Circulation Assistant with emphasis in Children's Programming at Paradis
- J'mie Seeser as a Part-Time Circulation Assistant at West
- Janice Triplett as a Part-Time Circulation Assistant with emphasis in Children's Programming at East

We do still have a couple of part-time circulation assistant openings and one full-time supervisor position available right now. Available positions and job descriptions can be found on the website at myscpl.org/jobs . We are seeking friendly, reliable, customer-service oriented people to join our team! Applications are available at all branches and can also be found on the website. Applicants for current openings must be at least 18 years old and have a state approved or accredited high school diploma, General Equivalency Diploma (GED), or High School Equivalency Diploma. Starting pay for our part-time circulation assistants is \$14.40/hour.

The next agenda item was Communications. There were no communications.

The first item of unfinished business taken up was the status of the Norco Branch status. Mrs. Benedict informed the board that the final change order for this has been sent to the parish attorney and they are working with the bond company to get this closed out. The final change order includes a decrease in the Contract Sum in the amount \$61,646.80. This includes all credits for punch list items not completed, liquidated damages, and additional architect fees.

The next item of unfinished business was possible future plans and the feasibility study proposal for the Hahnville Branch Library. Mrs. Benedict informed the board that demolition on the house is set to begin on March 16, 2022. The library got several quotes from companies and chose the lowest quote, which was from All the Way Group. Once the house is demolished, the library will be able to get the remaining downed trees removed from the property.

The next item of unfinished business was Hurricane Ida Recovery Update. Mrs. Benedict informed the board that the parish completed replacing the roof and gutting the damaged section of the West Regional Library towards the end of January. Once that was finished, an air quality test was done to ensure that it was safe to move staff back into the building. Staff were able to move back into the building in February and began preparation for re-opening to the public. Mrs. Benedict was happy to report that the West Regional Library re-opened to the public on March

2nd, the day after Mardi Gras, and the Planetarium resumed its public shows on March 3rd. All branches are now open full hours. The facilities maintenance team is working closely with the parish as they prepare the documents to go out to bid for the remaining repairs. The Louisiana Room collection is still with United Drying and the library anticipates the items being returned sometime over the summer. Mrs. Uzee asked if there was a timeline for when the remaining repairs would be put out to bid and Mrs. Benedict said she did not have a timeline yet. Mrs. Uzee thanked the library staff who helped preserve the materials after the hurricane.

The first item of new business. There was no new business.

The final agenda item was Public Comment. There was no public comment.

There being no further business, Mrs. Uzee called for a motion to adjourn. Mrs. DeLaune moved that the meeting be adjourned. Mrs. Windmann seconded the motion, and the meeting was adjourned.

APPROVED:

Celeste Uzee, President
St. Charles Parish Library Board

Leann Benedict, Secretary
St. Charles Parish Library Board