

Ouachita Parish Public Library
Board of Control Meeting
Thursday, June 13, 2024
MOEBiz – 2318 Armand Connector
Monroe, LA
12:00 noon

The Ouachita Parish Library Board of Control Meeting was held on Thursday, June 13, 2024, at MOEBiz 2318 Armand Connector, Monroe, LA 71201. In attendance were the following members: Ms. Betty Ward-Cooper, President; Mr. Wyman Mardis; Ms. Misti Cordell; Ms. Kathy Craig; Ms. Alex Webre; and Mr. LaMario Looney. Mr. Darris Waren, Vice-President and Mr. Larry Bratton, ex-officio member were absent. Also attending were Mr. Jay Mitchell, OPPJ Assistant District Attorney; Ms. Nancy Green, OPPL Acting Director; and Ms. Casie Castle, OPPL Business Manager.

President Betty Ward-Cooper called the meeting to order at 12:10pm and Mr. LaMario Looney gave the invocation.

There were no agenda changes, and the agenda was approved on a motion by Ms. Cordell, seconded by Mr. Looney with all in favor.

No guests or public were in attendance.

Mr. Bill Land of Land 3 Architect presented an update on the new Main Branch building and stated that he was seeking the board's approval to submit the completed plans for the new Main Branch building to the Fire Marshal and upon passing the Fire Marshall's inspection then he will take the plans to the Ouachita Parish Police Jury. Mr. Land noted that MOEBiz had been asked to give a demo of possible technology available for use in the new Main Branch building. Mr. Land began by showing the board the finalized blueprints of the new Main Branch. He spoke about the Special Collections/Genealogy section having display cases on the outside wall of the area that will be used to display the library's collection of Clementine Hunter paintings. The Special Collections area will also be climate controlled with a special A/C unit designated to that area. The possibility of installing a dry sprinkler was discussed as a possible option to put out for bid for the Special Collections area in order to preserve materials should a fire occur to avoid water damage. Mr. Land noted that there was a 2-hour fire wall planned to be installed around the area which would assist in preserving the Special Collections materials should the dry sprinkler not be installed.

Mr. Land also discussed the plan to have alternate bids available to put out depending on what the board and library wanted. Possible alternate bids discussed included one with a dry fire sprinkler system for the Special Collections area. Another would include exterior windows on the 2nd floor and side of the building under the 2nd floor. Another would include energy efficient windows on the front of the building. Another would include sprinkler heads that are flush to the ceiling. Another would include different choices for lighting and graphics on the building.

Mr. Land then displayed renderings of the building for the Board to see. First, he showed the Children's area with amenities such as a tree house in one corner, a television screen for announcements, and a roll-up door leading to an outside classroom area. He mentioned that furniture for the new building had been located but that a specific vendor had not been locked down. He stated that the type of new furniture planned to be used was needed for the engineer to complete the plans and the furniture being looked at is on state contract. Mr. Land also stated the completion of the new Main Branch is an estimated 16-month project. Next, Renderings of the main area of the new library were then presented showing the location of the stacks in the area. Shelving will be at a lower height for added visibility with higher shelving found in the back of the area. There are 8-10 meeting rooms planned for the new building of differing sizes each with digital capability including the possibility of touch screens. The new Main Branch will also have a Podcast room with a green screen wall available for patron use. Mr. Land estimates the cost of the current plans to be between \$8.5 and 9 million. These plans will include data and power for the meeting rooms.

Mr. Chap Breard, President of MOEbiz, was present to present possible technology available for the new Main Branch. He noted that a meeting room could have a HDMI/USB plug in the wall for patrons to plug in their devices to the meeting room screens instead of using the library computers. He said that an option could be utilized of one central control center to control and update every screen showing information in the library. He was asked by the board about the prices on the various projection devices being displayed in the room the board was meeting in. A DVD/LED wall was around \$40,000. He was unsure of the price of a standard projector and screen. A Smart Board was around \$3,000 to \$12,000 depending on the size needed.

Mr. Looney asked if the library currently charged for the use of meeting rooms. Ms. Green replied that, yes, the library does charge, but it is a minimal amount. Mr. Looney expressed his thought that the charge for use of the meeting rooms could be increased based on the possibility of the new technology that could be available for use. Ms. Cordell then inquired as to whether use of meeting rooms could take place after the library closes and, if so, would insurance cover the after-hours use of the library. Mr. Mitchell stated that yes, the insurance coverage would be there. Ms. Green then noted that the physical aspects of all branch meeting rooms had been adjusted some time ago to accommodate meetings after hours.

Mr. Land concluded his presentation by asking for the board to make a motion to submit the plans to the Fire Marshal for inspection and upon approval submit the plans to the Police Jury.

The board granted approval with a motion by Ms. Cordell, seconded by Ms. Webre with all in favor.

The minutes from the previous meeting held on April 11, 2024, were approved on a motion by Ms. Cordell, seconded by Ms. Craig with all present voting in favor of approval.

Statistical Reports for April and May 2024 were both presented and approved on a motion by Ms. Webre, seconded by Mr. Looney with all present voting in favor of approval.

Ms. Green also mentioned that due to LA RS 25:225, the parishes in Trail Blazer Library System Consortium using "cloudLibrary" had to be adjusted so that Trail Blazer patrons could be added to the OPPL system's database for "cloudLibrary" in order to be in compliance with this new law. This will cause a future increase in card holders for OPPL.

The Financial Reports for April and May 2024 were approved on a motion by Ms. Webre, seconded by Ms. Craig with all present voting in favor of approval.

The Personnel Reports for April and May 2024 were both presented and approved on a motion by Ms. Cordell, seconded by Ms. Craig with all present voting in favor of approval.

Under Other Business/Action, Ms. Green discussed the Juvenile Library Card Update that had to be enforced in response to LA RS 25:225 compliant deadline of June 1, 2024. The definition of unrestricted versus restricted juvenile cards has been posted to the Ouachita Parish Public Library website and a new juvenile library card application has been created allowing parents to mark a section choosing whether their child will have restricted or unrestricted access to library materials. President Cooper asked if the application had to be filled out in person. Ms. Green stated that the application could be printed off the library's website; however, it did have to be presented in person to any Branch by parents or legal guardians of children.

Ouachita Parish Public Library's Policy Manual Section 5.3 Library Cards, concerning Library Card Status Types was then presented with a request that a change in wording be made from "*adult patrons* who live or work in Ouachita Parish but possess a library card in good standing from a library participating in the Trail Blazer consortium" to "*patrons* who live or work," etc. A motion was made to change the wording of this policy by Ms. Craig, seconded by Ms. Webre with all present voting in favor of approval.

The next meeting is scheduled to be held on Thursday, July 11, 2024, at the Main Branch Library. The meeting was adjourned at 1:13pm on a motion by Mr. Looney, seconded by Ms. Craig, with all voting in favor.

Betty Ward-Cooper, President

Nancy Green, Secretary