



New Orleans Public Library
Board of Directors Regular Meeting
Main Library Board Room
Tuesday, February 19, 2013
4:30 PM

Minutes

AGENDA

- I. **Call to Order**—Board Chair

- II. **Roll Call**—Board Clerk
 - a. Bernard Charbonnet—**Present**
 - b. Christine Guillory—**Present**
 - c. Susan Larson—**Present**
 - d. Arnel Cosey—**Present**
 - e. Helen Kohlman—**Present**
 - f. Lee Reid—**Present**
 - g. Vonda Flentroy-Rice—**Present**
 - h. Duane Stelly—**Present**
 - i. Charles Brown, Charles McMorran, Linda Copeland, John Marc Sharpe, Jessica Styons, Michel Thompson, Kim Tran and Lawrence Williams—Staff Present

- III. **Approval of Regular Board Meeting Minutes for January 15, 2013.** Bernard Charbonnet requested a motion to approve the January 15th Regular Board Meeting minutes. Motion by A. Cosey and seconded by S. Larson. No objection to adoption of 01/15/13 board meeting minutes. **Motion carried by unanimous voice vote.**

- IV. **Nora Navra Update**—Charles Brown provided the board with a renovation status update for the Nora Navra branch. Mr. Brown highlighted Vincent Smith’s presentation to the Library Board’s executive committee. Smith stated that the city’s Capital Projects department has allocated approximately \$2.6 million for the renovation/construction of the Nora Navra project. Mr. Smith offered the Library Board several options to pursue to complete the project.
 - a. Rebuild a new, 6,673 sq. ft. library branch on a site at A.P. Tureaud. The executive committee determined that this option was unfeasible because the current property owner (Liberty Bank & Trust) is not willing to donate the property to the city. Without the property donation and other funding sources, the total cost of the project is untenable. Plus the Library Board is more amendable to building on the Nora Navra branch’s current site.

 - b. The second option is renovate and expand the current building to a 6,673 sq. ft. branch. This option is less desirable because the construction costs

plus collection materials cost would create an approximately \$1 million deficit.

- c. The third option is to renovate the current 2,753 sq. ft. space without expansion. This option is the most financially desirable because it completely renovates the space and has additional funds available for collection and FF&E. However, this space is very small and the Library would likely offer only limited collection and technology services specialized for children and seniors.
- d. The fourth option is renovate and expand the current building to a 6,100 sq. ft. branch. This option is slightly less desirable than option one because the construction costs plus collection materials cost would create an approximately a half million dollar deficit.

The Library Administration will develop operating plans for the Nora Navra under options C and D. It will make inquiries to determine the community's service needs and create an operating plan to best suit those needs.

V. **Reports**

- a. **NOPL Foundation Report**—Irvin Mayfield was not in attendance to provide a NOPL Foundation report. Mr. Brown announced that the representatives from the NOPL Foundation will attend the Library's next finance committee meeting scheduled for Thursday, March 14th.
- b. **Friends of the New Orleans Public Library**—Scott Cunningham gave the board an update on the Friends of NOPL's search for a new Executive Director and its fiscal status. The organization has received approximately 100 resumes to fill the vacancy and it's winnowed that group to about ten. The Friends of NOPL should have a new ED by the end of the 1st quarter of 2013.
- c. **Management Reports**
 - 1. **Fiscal Report**—Michel Thompson provided the Board an overview of the NOPL's current fiscal health and budget status. Mrs. Thompson asked the board if it desires to create an internal budget that reflects the entire \$3.9 million request to draw from reserves or should she make a more conservative request of \$3.1 million which is reflective of last year's internal budget. This question elicited an extended discussion about the merits of developing a budget that reflects the Library's fiscal reality. The discussion concluded with Christine Guillory offering a motion to develop an internal budget that is consistent with last year's conservative request to draw \$3.1 million in reserve funds. S. Larson seconded the motion. **Motion carried by unanimous voice vote.** Christine Guillory offered a motion that directs the Library Administration and the finance committee to create a 2 ½ budget that reflects the library's current operating costs after the exhaustion of reserve funds. The budget should be accompanied by an operational plan

that describes the Library's personnel reduction plan (i.e., attrition) and adjustment to branch hours of operation. Helen Kohlman seconded the motion. **Motion carried by unanimous voice vote.**

2. **Human Resources Report**—Linda Copeland provided the board with an overview of the Library's personnel activities for January 2013.

3. **2012 Incident Reports**—Jessica Styons gave the Board a review of the NOPL's incident reports for January 2013. She described the issues that caused staff to contact authorities (e.g., police, medical personnel, etc.).

4. **February Board Meeting Program:** Removed from agenda.

VI. **Old Business**

- a. **Library funding beyond 2014**—Charles Brown gave an overview of the Library Administration's meetings with city council members and recapped the council member's reactions to the Library's request for millage increase. The Library Board Chairman and Vice-chairwoman requested that the Library Administration prepare a report that describes the Library Administration's vision for a "world-class" library system and how much of a millage increase would the taxpayers bear to manage and maintain this system.
- b. **Development of Park Adjacent to the Algiers Regional Library**—Lee Reid informed the board about CM Palmer's intention to covert a strip of land directly behind the Algiers Regional Library into a small park. Mrs. Palmer requested a letter of support to submit to her office. Bernard Charbonnet requested a motion to grant him the authority sign a letter of support of CM Palmer's pocket park initiative. Lee Reid offered a motion to provide the letter of support. Christine Guillory seconded the motion. **Motion carried by unanimous voice vote.**
- c. **Proposed Televised Library Board Meeting**—issued deferred until the next regularly scheduled board meeting.

VII. **New Business**

- a. **City of New Orleans Domicile Policy**—Linda Copeland provided a review of the City's reinstatement of the domicile policy.
- b. **2013 Personnel Budget**—Linda Copeland provided a review of the Library's personnel budget for 2013.
- c. **Tuition Reimbursement Policy**—Linda Copeland provided a review of the Library's new Tuition Reimbursement Policy. Vote will be deferred to next month's meeting once the Library Administration has refined the policy to accommodate the tuition reimbursement recipient's obligations to the NOPL system.
- d. **Agenda Amended: Library Board Committee Appointments**—the Board Chairman appointed Arnel Cosey to chair the Enterprise Zone committee and asked her to discover ways for the NOPL could partner with a nonprofit organization to fill the space. Mr. Charbonnet also appointed Lee Reid to

serve on the Enterprise Committee. Additionally, Mr. Charbonnet appointed Vonda Rice, Christine Guillory and Lee Reid to serve on the newly created Library Millage Campaign Committee.

- VIII. **Adjournment**—Christine Guillory offered a motion to adjourn. Susan Larson offered a second. **Motion carried by unanimous voice vote.**