



New Orleans Public Library
Board of Directors Regular Meeting
Main Library Auditorium
July 18, 2017
4:30PM

Minutes

- I. **Call to Order- Board Chairman**
- II. **Introduction of New Board Member, Mr. James K. Chassee-** Bernard Charbonnet, Board Chair, introduced James Chassee whose appointment to the Board was confirmed by the City Council on July 18, 2017.
- III. **Roll Call- Board Clerk**
 1. Bernard Charbonnet- Present
 2. William A. Settoon- Present
 3. Arnel Cosey- Not Present
 4. Raquel Dufauchard Baptiste- Not Present
 5. Laurance Eustis III- Present
 6. Phala Kimbrough Mire- Present
 7. Andrea Neighbours- Present
 8. Vonda Flentroy-Rice- Present
 9. James K. Chassee- Present
 10. Charles Brown, Jessica Styons, John Marc Sharpe, Veleaka Jordan, Michel Thompson, Jerry Pinkston, Kate Martin, Mary Abler, Adrienne Johnson, Christopher Nulph, Charles Young, Josh McGlothlin, and Sheila Prevost- **Staff Present**

The Board Chairman thanked Duane Stelly for his years of work and service on the Board.
- IV. **Action Item: Approval of May 16, 2017 Board Meeting Minutes-** The Board Chairman requested a motion to approve the minutes for the May 16, 2017 Regular Board Meeting. Motion by P. Mire. Seconded by L. Eustis. **Motion carried by a unanimous voice vote.**
- V. **Comments by William Settoon-** W. Settoon thanked the Board Chairman for his service to the library, to the library community and to the City over his term. He expressed his gratitude to the Board Chairman for his efforts and success on the millage. Mr. Settoon expressed how we will all be eternally grateful for Mr. Charbonnet's efforts and leadership.
Manning Architects created a model of the Nora Navra Library and presented it to Mr. Charbonnet as a gift from all of us.

Vince Smith from Capital Projects presented Mr. Charbonnet with a brick from the original Nora Navra building.

- VI. **Proposed Revitalization of Duncan Plaza** – The Arts Council N.O. and the Downtown Development District reported to the Board that they are the recipients of the Southwest Airlines Heart of the Community Grant. The grant will allow the partners to revitalize and redesign Duncan Plaza.

- VII. **Introduction of and Brief Presentations by Summer PLA Interns and ULF Fellow-**
Veleaka Jordan introduced the Summer PLA Interns and the ULF Fellow to the Board. The Summer PLA Interns and the ULF Fellow reported to the Board their respective projects.

- a. Pierce Lewis- Summer PLA Intern
- b. Nyela Joshua- Summer PLA Intern
- c. Nadia Anderson- ULF Fellow

- VIII. **Reports**

- a. NOPL Foundation- William Settoon and Larry Eustis read a NOPLF update submitted to the Board by Bob Brown.
- b. Friends of NOPL- Dixon Stetler and Courtney Kearney reported to the Board that they attended the American Library Association Conference in Chicago, IL. They met with United for Libraries and connected with other Friends and Foundation groups. The Friends have hired a professional consultant who will show them what a transition to one organization will look like.
- c. Strategic Plan: Mid-Year Update- Kate Martin reported on the Strategic Planning Committee's progress for the Mid-Year.
- d. Mid-Year Program and Attendance Statistics- Jessica Styons provided the Board with the Mid-Year Performance Report.
- e. Financial Overview: Current/Mid-Year Summary- Michel Thompson provided the Board an overview of the NOPL's fiscal health and budget status.

- IX. **Old Business**

- a. Library Safety and Security Update- Jessica Styons and Josh McGlothlin reported to the Board the safety and security measures in place and the plans for the upcoming safety and security measures.
- b. Facilities Updates: Nix and Nora Navra Libraries- Michel Thompson and Charles Brown reported to the Board that Capital Projects has been charged with doing a study on the cost of the renovations to make Nix Library ADA accessible. The completed study shows the estimated cost to install a ramp will be \$195,000 and \$400,000 to install a lift. In addition, the restrooms are not ADA accessible. There are no funds currently to accommodate either. The ADA accessibility of the Nix Library will be on next year's Capital Projects request. All the contracts for Nora Navra Library have been signed. Construction will begin in two weeks. The goal for completion is ten months. Construction will be complete no later than May 1, 2018.
- c. American Library Association Memberships for Library Board Members-Charles Brown suggested to the Board to join the ALA in light of the upcoming 2018 ALA Conference scheduled in New Orleans.

X.

New Business

- a. Facilities Updates, with Financial Implications: Main and Central City Libraries (Michel Thompson and Charles Brown)
 - i. **PROPOSAL:** “makeover” of the Main Library’s first floor, including new flooring, furnishings, (tables, chairs, circulation desk, etc.), additional meeting room, new/additional data, new paint/interior signage, and new mobile stage. **CONNECTION TO THE STRATEGIC PLAN:** Closely tied to aspects of the Plan’s efforts to “enrich minds.” **ESTIMATED COSTS AND FUNDING SOURCES:** total of \$1.5M (\$1.2M from operating budget-- spread between FY 2017 and ’18; \$317K from this year’s capital budget), **TIMEFRAME FOR COMPLETION:** Spring 2018.
Action Item: The Board Chairman requested a motion to approve the expenditure of a maximum of \$1.5M, in a combination of operating and capital budget dollars for the renovation of the Main Library’s first floor. (Proposal reviewed by the Finance Committee at its meeting on 7/14/17 and advanced to the full Board for further discussion and a vote.) Motion by Phala Kimbrough Mire. Seconded by Vonda Flentroy-Rice. **Motion carried by a unanimous voice vote.**
 - ii. **PROPOSAL:** To enter into a lease with OPSB for the continued operation of the Central City Library within the Mahalia Jackson Elementary School Complex.
Action Item: Phala Kimbrough Mire requested a motion to approve NOPL entering into a one-year lease, with OPSB, for the continued operation of a 3,329 square foot space for the Central City Branch Library for a one-year period, effective 7/1/17 through 6/30/18 at an annual cost of \$49,932. (Reviewed and approved by the Finance Committee at its meeting on 7/14/2017.) Motion by Bernard Charbonnet. Seconded by Vonda Flentroy-Rice. **Motion carried by unanimous voice vote.**
- b. Introduction of and Brief Remarks by Recently-Appointed Branch Library Managers- Jessica Styons introduced the new library managers to the Board. The new managers reported to the Board their previous professional backgrounds and their current roles at NOPL.
 - i. Mary Abler- Branch Manager, MLK
 - ii. Adrienne Johnson- Branch Manager, Alvar
 - iii. Christopher Nulph-Regional Library Manager, East New Orleans, with additional managerial supervisory oversight for Alvar and MLK.
 - iv. Charles Young, Branch Manager, Nora Navra

XI.

Governance Committee Report

- a. **Nomination of Slate of Board Officers for 2017/’18**
 - i. William A. Settoon, Jr.- Chairman
 - ii. Phala Kimbrough- Mire- Vice-Chairman
 - iii. Vonda Flentroy-Rice- Secretary
- b. Public Comments- No nominations from the floor.
- c. **Action Item:** Laurance Eustis Chairman of the Governance Committee requested a motion to nominate William Settoon, Phala Kimbrough Mire and Vonda Flentroy-

Rice to serve respectively as the Library Board's Chairman, Vice-Chairman and Secretary. Motion by Bernard Charbonnet. Seconded by Andrea Neighbours.
Motion carried by a unanimous voice vote.

- XII. **Ceremonial Passing of the "Imaginary" Gavel from B. Charbonnet to the Newly-Elected Board Chair**
- XIII. **Comments by Charles Brown-** C. Brown presented Bernard Charbonnet with a Proclamation from the City Council and a NOPL keepsake book.
- XIV. **Appointment of Chairs and Members to Board's Standing Committees for 2017/'18 (Newly-elected Board Chair: William Settoon)**
- a. **Executive Committee-** The Governance Committee appointed William Settoon, Phala Kimbrough Mire, Vonda Flentroy-Rice and Laurance Eustis (Alternate) to serve on the Library Board's Executive Committee.
 - b. **Finance Committee-** The Board Chairman appointed Vonda Flentroy-Rice (Chairman), Raquel Dufauchard Baptiste and James Chassee to serve on the Library Board's Finance Committee for 2017/18.
 - c. **Governance Committee-** The Board Chairman appointed Laurance Eustis (Chairman), Bernard Charbonnet and Arnel Cosey to serve on the Library Board's Governance Committee for 2017/18.
 - d. **Strategic Planning Committee-** The Board Chairman appointed Phala Kimbrough Mire (Chairman), Bernard Charbonnet, James Chassee and Andrea Neighbours to serve on the Library Board's Strategic Planning Committee for 2017/18.
- XV. **Public Comments-** No public comments.
- XVI. **Attachments-** The Board Chairman requested the Board to review the attachments to the agenda packet.
- XVII. **Adjournment-** The Board Chairman requested a motion to adjourn the meeting. **Motion carried by a unanimous voice vote.**