New Orleans Public Library
Regular Board Meeting
Main Library Board Room
Tuesday, May 14, 2019
4:40 p.m.
MINUTES

AGENDA

I. Call to Order — Board Chair Phala Kimbrough Mire (4:40 p.m.)

II. Roll Call — Executive Assistant Andie Paloutzian (4:41 p.m.)

Phala Kimbrough Mire, Board Chair — Not present
Vonda Flentroy-Rice, Vice-Chair — Present
Laurance Eustis III, Secretary — Present
James K. Chassee, Treasurer — Present
Bernard Charbonnet — Not present
Raquel Dufauchard Baptiste — Present
Mary Moran — Present, arrived late
Andrea Neighbours — Present
William A. Settoon — Not present

A quorum was present.

Staff Present—Jessica Styons, Andie Paloutzian, John Marc Sharpe

III. Public Comments — (Vonda Flentroy-Rice, 4:41 p.m.)

- The Board Vice-Chair Vonda Flentroy-Rice requested any comments from the public. There were none.

IV. Action Item: Approval of Consent Agenda — (Vonda Flentroy-Rice, 4:42 p.m.)

- Consent Agenda — March 19th Regular Board Meeting minutes & quarterly dashboard of statistics. A motion was made to adopt the Consent Agenda by Laurance Eustis III and it was seconded by James K. Chassee. The motion was carried by a unanimous voice vote.

V. Information Items — (Vonda Flentroy-Rice, 4:43 p.m.)

- Strategic Plan progress report
  - Trepwise is hosting community listening sessions on June 5, 10, 11, 12, 13 and 17 around the City. They will host three focus groups and disseminate a survey for the public and staff. The Strategic Plan committee is hosting a retreat on July 22 at Algiers Regional. All Board are invited.

- Executive Committee meeting minutes

VI. Discussion Items — (Vonda Flentroy-Rice, 4:46 p.m.)

- Interim Executive Director’s report (Jessica Styons, 4:46 p.m.)
  - Marketing efforts for Summer Fun will include billboards and promotion inside transit shelters. The marketing department has also produced
translated materials in Vietnamese and Spanish, highlighting locations, hours of service, and circulation information.

- We will participate in a City-sponsored amnesty program from June 3-September 3, forgiving up to $100 in fines for those who visit a branch during that time. It is a one-time forgiveness program, branded Clean Slate.
- Books-by-Mail begins Friday, May 24. The service is being managed through our ILL Librarian, and questions related can be sent to booksbymail@nolalibrary.org. It is for homebound patrons. They will have items sent at no cost with pre-paid postage for returns.

- Program Highlight: Summer Fun (Adrienne Strock, 4:58 p.m.)
  - Summer Fun, the annual summer reading program, begins June 1, and runs through July 20. Children, teens and adults each have different ways to participate. The reading goal helps to combat “summer slide,” and close the achievement gap. There is a BINGO card component that allows for other types of participation, like attending a program. All Board members will be signed up.
- Financial report, Finance Committee Meeting minutes (James K. Chassee, 5:02 p.m.)
  - We discussed the budgeting process. Michel Thompson is working to get the program jump-started for the current year, but will look to start even earlier next year. This will give the Board more time to review before the City’s August deadline.
- NORD Commission update (Raquel Dufauchard Baptiste, 5:11 p.m.)
  - NORD is focusing on youth camp sign-ups and looking to maximize enrollment.
- Search Subcommittee update (Laurance Eustis III, James K. Chassee and Raquel Dufauchard Baptiste, 5:13 p.m.)
  - The Search Subcommittee sent out an RFQ to four HR consulting firms. Two firms responded. They selected Clesi Burns to conduct clerical functions of the search. The firm’s estimated timeframe was five months, commencing on 06/03/2019. The Board will next decide on and announce dates of 3 public meetings to gather community input on the next Executive Director.

VII. Action Item: Approval of Millage Resolution for 2020 — (Vonda Flentroy-Rice, 5:21 p.m.)
- This item was tabled until the July meeting as the Chair was unavailable to sign.

VIII. Attachments — The Board Vice-Chair Vonda Flentroy-Rice requests the Board members to review the attachments to the agenda packet including: March 19 Regular Board meeting minutes, Strategic Plan progress report, Executive Committee meeting minutes, interim Executive Director’s report, Summer Fun handout, financial reports and Finance Committee meeting minutes.

IX. Adjournment — The Board Vice-Chair Vonda Flentroy-Rice requested a motion to adjourn the meeting. That motion was made by James K. Chassee and seconded by Laurance Eustis III. The motion was carried by a unanimous voice vote. The May 7, 2019 meeting adjourned at approximately 5:28 p.m.

APPROVED: ___________________ DATE: 5/7/19
Secretary