



New Orleans Public Library
Regular Board Meeting
Main Library Board Room
Tuesday, July 9, 2019
4:33 p.m.
MINUTES

AGENDA

- I. **Call to Order** — Board Chair Phala Kimbrough Mire (4:33 p.m.)
- II. **Roll Call** — Executive Assistant Andie Paloutzian (4:34 p.m.)
 - Phala Kimbrough Mire, Board Chair— Present
 - Vonda Flentroy-Rice, Vice-Chair — Not Present
 - Laurance Eustis III, Secretary — Present
 - James K. Chassee, Treasurer — Present
 - Bernard Charbonnet — Present, *arrived late*
 - Raquel Dufauchard Baptiste — Not present
 - Mary Moran — Present
 - Andrea Neighbours — Not present
 - William A. Settoon — Present
 - A quorum was present.*
 - Staff Present—Jessica Styons, Andie Paloutzian, John Marc Sharpe, Kate Martin
- III. **Public Comments** — (Phala Kimbrough Mire, 4:34 p.m.)
 - The Board Chair Phala Kimbrough Mire requested any comments from the public.
There were none.
- IV. **Action Item: Approval of Consent Agenda** — (Phala Kimbrough Mire, 4:35 p.m.)
 - Consent Agenda — May 14th Regular Board Meeting minutes. A motion was made to adopt the Consent Agenda by James K. Chassee and it was seconded by William A. Settoon. **The motion was carried by a unanimous voice vote.**
- V. **Information Items** — (Phala Kimbrough Mire, 4:35 p.m.)
 - Executive Committee Meeting minutes.
- VI. **Discussion Items** —
 - Interim Executive Director's report (Jessica Styons, 4:38 p.m.)
 - Work continues at the Allie Mae Williams center – the future home of our Central City Library location, with substantial completion expected for very late summer.
 - The contract for the Nix ADA Project is routing for approval.

- Our Marketing Department launched an aggressive advertising campaign for our Summer Fun Program, including digital billboards, transit shelters posters, interior transit signage, print and digital media, radio underwriting, and paid social media posts. The majority of paid advertising ran in June, with a total spent of \$46,555.
- The existing tele-messaging system will be migrated to a new server and we will be adding Spanish language capabilities to the system to better reach out to our native Spanish speaking patrons.
- We are very excited to be hosting the Harry and the Potters at the Main Library on August 7. This band created a genre called Wizard Rock and our program is even listed in Rolling Stone magazine as one of their tour stops.
- Finance Committee Meeting minutes, NOPL Financial Dashboard (James Chassee, 4:52 p.m.)
 - Reviewed Financial Dashboard as of June 30, 2019, and 2020 Proposed Budget.
- Capital Projects (James Chassee, 4:58 p.m.)
 - Discussed 2020-2024 Capital Project Update on upcoming \$500 million bond sale in November 2019 election, based on categories vs projects such as Public Spaces, Libraries and Museum, etc.
- Foundation Report (Phala Kimbrough Mire, 5:07 p.m.)
 - Barbara Waiters is now Chair of the NOPLF, and has added new members, bringing the group to 7. They can grow to 9. One position will be saved for the library. Currently, Phala Kimbrough Mire holds this seat. They are working on electing officers and naming committee chairs, and evaluating their Articles of Incorporation.
- Search Subcommittee update (Laurance Eustis III, 5:11 p.m.)
 - The employee survey concluded with 49% participating. Public meetings have begun with two more scheduled. The advertising package is being completed and should be presented to the Committee as soon as the 15th or 16th. The Position will remain open until it is filled. Applications will be reviewed and evaluated as they are received.

VII. **Action Item: Proposed Budget** (James Chassee, 5:06 p.m. – *voted out of agenda-order*)

- James K. Chassee moved to adopt the Capital Projects Budget Request for 2020-2024 and the proposed 2020 Budget. A motion was made to adopt as suggested by the Finance Committee Chair by Laurance Eustis III. It was seconded by Bernard Charbonnet. **The motion was carried by a unanimous voice vote.**

VIII. **Action Item: Proposed Policy Review** (Jessica Styons, 5:19 p.m.)

- Jessica Styons presented proposed changes to the 'Fines and Fees' policy affecting children's and teen materials, requesting they be exempted from overdue fines. Fees for lost or damaged children's and teen materials will still apply. All to commence September 4th, as soon as the City-wide Amnesty program ends.

- A motion was made to adopt the proposed changes to Policy Memoranda No. 130 (r) – ‘Fines and Fees’ by Bernard Charbonnet and it was seconded by William A. Settoon. **The motion was carried by a unanimous voice vote.**

IX. **Action Item: Board of Directors Officer Elections** (Bernard Charbonnet, 5:31 p.m.)

- Laurance Eustis III reported the Governance Committee’s slate of nominees:
Chair, Phala Kimbrough Mire
Vice-Chair, Vonda Flentroy-Rice
Secretary, Laurance Eustis III.
The Chair turned the gavel over to Mr. Charbonnet to conduct the election. Mr. Charbonnet stated the Governance Committee’s slate has been placed in nomination and asked if there were nominations from the floor. Hearing none Mr. Charbonnet moved the nominations be closed. Mr. Settoon seconded the motion. **The voice vote was unanimous to approve the slate.**

X. **Action Item: Approval of Millage Resolution for 2020** — (Phala Kimbrough Mire, 5:36 p.m.)

- *Whereas, the City of New Orleans is authorized to levy taxes upon assessed value of all property, real, personal, and mixed, liable to taxation in the City of New Orleans for the year 2020, including the millage dedicated to the New Orleans Public Library; and,*
Whereas, the millage of the New Orleans Public Library must be maintained for the year 2020 at 5.64 mills (includes additional 2.5 mills) and the City of New Orleans desires that this Board concur in the mandated millage; now therefore
Be it resolved by the Board of the Library Trustees that the Board does hereby concur that the millage be maintained for the year 2020 at 5.64 mills.

New Orleans Public Library Board of Trustees

Phala Kimbrough Mire, Chairperson

Adopted July 9, 2019

- 2020 Certificate of Authenticity to be signed by Secretary — Laurance Eustis III:
This certifies that the Millage Resolution approved on Tuesday, July 9, 2019 Board of Trustees meeting of the New Orleans Public Library is authentic and true. It is signed by Library Board Chair, Phala Kimbrough Mire.
- A motion was made to adopt the Millage Resolution for 2020 by William A. Settoon and it was seconded by James K. Chassee. **The motion was carried by a unanimous voice vote.**

XI. **Attachments** — The Board Chair Phala Kimbrough Mire requests the Board members to review the attachments to the agenda packet including: May 14 Regular Board meeting minutes, Executive Committee meeting minutes, interim Executive Director’s report, Finance Committee meeting minutes, NOPL Financial Dashboard, the 2020 Proposed Budget and the Policy Review Documents.

XII. **Adjournment** — The Board Chair Phala Kimbrough Mire requested a motion to adjourn the meeting. That motion was made by Mary Moran and seconded by William A. Settoon. **The**

motion was carried by a unanimous voice vote. The July 9, 2019 meeting adjourned at approximately 5:41 p.m.

APPROVED: _____ DATE: _____