New Orleans Public Library
Board Meeting
Main Library Board Room
Tuesday, September 10, 2019
4:36 p.m.
MINUTES

AGENDA

I. **Call to Order** — Board Vice-Chair Vonda Flentroy-Rice (4:36 p.m.)

II. **Roll Call** — Public Services Administrative Assistant Sheila Prevost (4:38 p.m.)
   Phala Kimbrough Mire, Board Chair- Arrived Late
   Vonda Flentroy-Rice, Vice-Chair- Present
   Laurance Eustis III, Secretary- Present
   Bernard Charbonnet- Present
   James K. Chasse- Not Present
   Raquel Dufauchard- Present
   Mary Moran- Present
   Andrea Neighbours- Present
   William Settoon- Present

   *A quorum was present.*

   Staff Present- Jessica Styons, Sheila Prevost, Ross Matthews, Laura Bevins, Kate Martin, Christina Bryant, Rachel Kieffer, Shukrani Gray, Katy Hepner

III. **Public Comments** — (Vonda Flentroy-Rice, 4:39 p.m.)
   
   - Noreen Jacobs, Hope Community Resource Representative, requested to utilize the Enterprise Zone located at the Norman Mayer Library for their afterschool tutoring sessions on a permanent and dedicated basis. The library will need to look at strategic initiatives as well as examine and set the criteria to make it a competitive process before consideration of providing the space to one organization. The library is working on a cost analysis and will discuss funding with the Finance Committee, possibly using the reserves for the build out into a more flexible space.

IV. **Action Item: Approval of Consent Agenda** — (Phala Kimbrough Mire, 4:51 p.m.)
   
   - Consent Agenda- July 9th Regular Board Meeting minutes & quarterly dashboard of statistics. A motion was made to adopt the Consent Agenda by Bernard Charbonnet and it was seconded by William Settoon. The motion was carried by a unanimous voice vote.

V. **Information Items**
   
   - New Staff Introductions – (Jessica Styons, 4:54 p.m.)
     - Shukrani Gray, AARC Librarian; Rachel Kieffer, Training Coordinator; Katy Hepner, Martin Luther King, Jr, Library Manager
   
   - Executive Committee Meeting Minutes- (Phala Kimbrough Mire, 5:07 p.m.)
• The Board Chair Phala Kimbrough Mire requests the Board members to review the Executive Committee meeting minutes. The committee discussed the NOPLF Articles of Incorporation presented by Larry Eustis. The Board Chair reached out to the Barbara Waiters at the NOPLF to meet and exchange information. The Board discussed setting a Special Board meeting on September 24, 2019 to review the Executive Committees findings. The Board discussed whether or not to engage legal advice and opinions on the NOPLF Articles of Incorporation and the use of the NOPL name. The Board agreed to contact the City attorney for an opinion.

• Review of Foundation/Library Board Relationships- (Andrea Neighbour, 5:10 p.m.)
  o The City Council passed an ordinance to establish guidelines for the NORD Foundation. Reviewed basics of the NORD Foundation such as the amount of funds they are raising, their creative fund raisers, contributions, and the number of members. Reviewed information on forming a foundation, what is important when forming a foundation, and how a foundation is successful. The Board Chair requests the Board members to review the Foundation/Library Board Relationships best practices handouts and the NOPLF Articles of Incorporation.

VI. Discussion Items
• Interim Executive Director's report- (Jessica Styons, 5:25 p.m.)
  o Capital Projects gave volume Zero “Notice to Proceed on the Scoping and Programming, and Design Development Phase for the Nix Library ADA Accessibility Project will which will run through mid-December with actual construction to begin mid-to-late Spring.
  o Councilmember Helena Moreno requested Jessica Styons appear at the August 26, 2019 Ad Valorem & Dedicated Revenue Special Committee meeting to present on the 1986 millage that is up for renewal in 2021.
  o The City's Clean Slate Program ended September 3 with a full press conference. 5,558 library users were welcomed back to the library with 21% of those being children and teen library users.

• Central City Move update – (Jessica Styons, 5:37 p.m.)
  o The current Central City location will close September 26, 2019. Highlights of the new location in the Allie Mae Center will include: a ground floor location with a main entrance, increased days and hours of operation, 18 public computers, outdoor spaces for events, a senior center, a head start, medical services and parking. The location is expected to be closed five or six weeks. During the closure a pop-up library at the new location is planned for three days a week.

• Financial report, Finance Committee Meeting minutes (5:40 p.m.)
  o A motion was made to adopt the finance report and questions can be deferred until the November 12, 2019 Regular Board meeting by Laurance Eustis III and it was seconded by Vonda Flentroy-Rice. The motion was carried by a unanimous voice vote.

• NORD Commission update- (Raquel Dufauchard Baptiste, 5:41 p.m.)
In July, Jessica Styons, Raquel Dufauchard Baptiste, community leaders and children from the community attended the Child-Friendly Cities Seminar. In the seminar they discussed the impact of neighborhoods on youth in their day to day lives and the areas in which the community can assist them. There were 28 camps in which the NOPL outreach team worked directly with NORDC and 2567 participants were reached.

- Search Subcommittee update and Special Meeting Consensus- (Bernard Charbonnet, 5:44 p.m.)
  - Six applicants selected by the Search Committee were interviewed by Clesi Burns by phone. Clesi Burns is currently completing the scoring process of the applicants. The Board will have an opportunity to review and discuss the candidates with the consultant at a Special Board meeting to be held on September 24, 2019 or October 1, 2019. The process should be completed in October.

VII. Action Items: Vote to Approve 2020 Meeting Calendar- (Phala Kimbrough Mire, 5:59)
- NOPL Board Proposed meeting dates for 2020- January 21, March 10, May 12, July 14, September 8 and November 10. A motion was made to adopt the Board meeting dates for 2020 by Laurance Eustis III and it was seconded by William Settoon. The motion was carried by a unanimous voice vote.

VIII. Attachments- The Board Chair Phala Kimbrough Mire requests the Board members to review the attachments to the agenda packet including: July 9th Regular Board meeting minutes, Quarterly dashboards, Executive Committee meeting minutes, Foundation/Library Board Relationships handouts, Interim Executive Director’s report, Summer Fun Fact sheet, NORDC Camp list, NOPLF Articles of Incorporation 1990 and NOPLF Amended and Restated Articles of Incorporation.

IX. Adjournment- The Board Chair Phala Kimbrough Mire requested a motion to adjourn the meeting. The motion was made by Vonda Flentroy-Rice and seconded by Bernard Charbonnet. The motion was carried by a unanimous voice vote. The September 10, 2019 meeting adjourned at approximately 6:01 p.m.

APPROVED: [Signature]
DATE: 11/21/2019
Secretary