

**JEFFERSON PARISH LIBRARY BOARD
REGULAR MEETING**

VIRTUAL

**December 14, 2021
MINUTES**

BOARD MEMBERS PRESENT: Lisa Conescu, Patricia Cox, Charles Gaudin, Becky Knight, Judy Mills, James Simmons and Margaret Thompson

BOARD MEMBERS ABSENT: None

LIBRARY STAFF PRESENT: Marylyn Haddican, Irene Lunkin, Melissa Muhoberac and Antoinette Scott

OTHER PARISH STAFF: Leighton Ciravolo, Parish Attorney for Library

Becky called the meeting to order at 4:03 p.m.

Cox/Mills made a motion to dispense with the reading of the November minutes and accept them as written. Motion carried.

Director's Report:

- Selena reported the Library has participated in the Christmas in the Park event at Lafreniere Park for years. Library staff will operate a booth on Friday and Saturday evenings during the month of December to register people for library cards and provide information about our services. It is a fun family event and is a great way to reach people that may not be library users.
- Youth Services librarians were mentioned in the newspaper about their annual Harry Potter Yule Fest. Due to the EBR meeting rooms not being available, they decided to feature ongoing Harry Potter activities and prepare grab-n-go crafts for patrons to take instead of the events and games scheduled at past years events. This event will last through January 6, 2022. The Youth Services department will resume normal programming and events in January.
- The Westwego Library renovation project was going great but recently encountered some delays due to Hurricane Ida, the availability of materials, and the rising cost of materials. Currently a Change Order is being done which will require the Council's approval in order for the project to resume. Termites were found, which also caused a delay in this project.
- The construction of two new e-Branch facilities are in discussion. The architect is in the preliminary drawings stages for the construction of the Avondale e-Branch. Marylyn has been meeting with Councilwoman VanVrancken to discuss plans for the Fat City. This facility will not be a stand-alone location. There will be other agencies in this building besides our technology e-Branch. James said he did not have any additional information to report on the Avondale e-Branch project and offered to assist Marylyn with communicating with the contractor regarding the project if necessary.

- The architectural drawings for the West Bank Regional Library addition/renovation project are still under review and being revised as per the Parish Administration. The library's goal is to have the project done in sections to minimize the amount of time the library will have to close. The plans will include an area for a technology center and space for the historical collection.

Margaret commented on the positive patron comment letter and said she will encourage people she know that uses the library to acknowledge staff persons that are nice to them. Both she and James suggested comment boxes be made available for patrons to leave a comment letter if they like. Marylyn informed them that the forms are available at the branches and at times, the staff encourages patrons to fill out a comment form. In addition, comments and suggestions are also emailed to us.

James reported he spoke with Dr. James Gray, Superintendent of Jefferson Parish Schools, at the Belle Terre sign revealing celebration about the schools doing a partnership with the Library and suggested we contact with him. Selena advised him that our Teen librarians go out to the middle and high schools and our Children's librarians go out to the elementary schools to talk to the students about the library and its services and encourage students to register for library cards. Pre-COVID 19, librarians attended literary events at the schools too. Marylyn added that we do a lot to tell the community about the Library and to register new users. We have ads on the transit buses; post event and services on our social media pages, email blasts, and in the newspapers; and attend community events to provide information and register people for library cards.

In lieu of appointing a nominating committee for 2022 officers, both Margaret and Becky said they are willing to serve again as President and Vice President. Members will vote at the January 2022 meeting.

Members were in agreement with the meeting dates for 2022. Margaret hopes to return to in person meetings in January.

The meeting adjourned at 4:37 p.m.