

**JEFFERSON PARISH LIBRARY BOARD
REGULAR MEETING**

East Bank Regional Library - Administration Conference Room
4747 West Napoleon Avenue, Metairie, Louisiana 70001

and
VIRTUAL

**August 17, 2021
MINUTES**

BOARD MEMBERS PRESENT: Patricia Cox, Becky Knight, Judy Mills and Margaret Thompson

BOARD MEMBERS VIRTUAL: Lisa Conescu, Charles Gaudin, and James Simmons

BOARD MEMBERS ABSENT: None

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

OTHER PARISH STAFF: Leighton Ciravolo, Parish Attorney for Library (Virtual)

Margaret apologized for the technical difficulty members experienced at last month's meeting.

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

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

Margaret commented on the *patron comment letters*. She said staff working in all of our libraries deserve a lot of credit for what they do and that it was nice that Grand Isle library received special recognition in one of the *patron comment letters*. It was well deserved. Marylyn thanked her.

Director's Report:

- We are back to the phase where all persons entering the library must wear a facemask. Staff has been experiencing difficulty with patrons either not wearing a facemask or not wearing it properly. Some patrons have stated they are not wearing a mask due to a medical condition. Marylyn said she will look into the Governor's directive in regards to exempting persons with medical conditions from wearing facemasks. For those patrons not able to wear a facemask, we can offer them curbside service or offer a face shield for them to wear.
- Marylyn has resumed visiting and meeting with frontline staff at their branch. She will be visiting Terrytown library tomorrow and Live Oak next week.
- Councilwoman Jennifer Van Vrancken invited Marylyn to a meeting with the Metairie Association to explain what an e-branch library was. The building purchased for the Fat City e-Branch has asbestos and will have to be demolished. A new building for the e-Branch will be constructed on that site. Right now we can barely keep the branches staffed. Mr. Simmons shared a photo of the sign placed on the property for the Avondale e-Branch.
- A pre-construction meeting was held with RYCARS Construction last week to discuss the EBR roof installation project. The roof removal and installation will be done in sections. RYCARS was informed that we did not want to close the library for this project. The generators for EBR are in place.

- The plans for the WBR addition/renovation are still being worked on. Information on this project will be shared as it is received.

Margaret mentioned with all going on with COVID-19, it may be best that members complete the Sexual Harassment training online individually instead of coming to an in-person meeting in October to complete the training as a group. Irene will send a link for the training and the necessary log-in credentials. Certificates of completion must be turned in to Irene.

Mills/Cox made a motion that in lieu of having a September board meeting, members will be responsible for completing the Sexual Harassment training and turning in a certificate of completion to Irene. Motion carried. All in favor.

In addition, Margaret suggested upcoming Board meetings through the remainder of this year be held virtually due to COVID concerns. The meetings will be held using WebEx. At the end of the year, a decision will be made on how the 2022 meetings will be held.

Mills/Cox made a motion to have all upcoming board meetings through the remainder of this year virtually via WebEx. Motion carried. All in favor.

The meeting adjourned at 4:35 p.m.