

**JEFFERSON PARISH LIBRARY BOARD
REGULAR MEETING**

East Bank Regional Library – Administration Conference Room
4747 W. Napoleon Ave., Metairie, LA 70001

**March 19, 2024
MINUTES**

BOARD MEMBERS PRESENT: Lisa Conescu, Patricia Cox, Becky Knight, and Bob Bales

BOARD MEMBERS PERSENT VIRTUAL: James Simmons

BOARD MEMBERS ABSENT: none

LIBRARY STAFF PRESENT: Irene Lunkin, Melissa Muhoberac, Antoinette Scott, and Jessica Styons

OTHER PARISH STAFF: CAA Mario Bazile and Assistant Parish Attorney Meredith Hearn

GUEST: North Kenner Branch Manager Christian Gruber, Youth Services Coordinator Erin Korosi, Library Maintenance Superintendent Offord Langston, Marketing & Engagement Manager David Johnson, and Network Administrator Ricardo Mesa

Becky called the meeting to order at 4:01 p.m.

Conescu/Bales made a motion to dispense with the reading of the February minutes and accept them as written. Motion carried.

DIRECTOR’S REPORT:

- Jessica asked the Board members and Parish staff to introduce themselves to our new North Kenner Branch Manager Christian Gruber. Christian mentioned she started as a Library Associate at Rosedale in 2016, promoted to River Ridge Librarian I, and since obtaining her MLIS from the University of Missouri this past December, she is now the Branch Manager at North Kenner Library. She mentioned for the past two weeks she has been brainstorming with staff for SRP, and scheduling upcoming programming. She also mentioned staff has been great and very helpful and that the new circulation desk at North Kenner Library beautiful.
- Jessica reported a staff of 5 including herself recently returned from the Louisiana Library Association (LLA) Conference in Shreveport. She along with two other Librarians did a presentation on our Library of Things. Their presentation was well attended and standing room only.
- Network Administrator Ricardo Mesa and our Computer Systems Specialist recently returned from the 2024 COSUGI Conference in Provo, UT. The two of them did a presentation on Artificial Intelligence, BitCoin, and on the Road Map of New Generation of Library Software.

- The United Way Tax Lock Boxes are in place at Westwego, Terrytown, and West Bank Regional libraries. West bank citizens wanting to have their taxes filed for free can do so by dropping off their requested information in one of the Tax Lock Boxes where a United Way representative would pick up the information and make contact with the citizen. Pick up is twice a week.
- The New Orleans Book Festival Family Day event was this past week at Tulane University. Some of our staff were there handing out information about our services and materials as well as distributing promotional items. The shuttle bus service was a little behind, but worked out great; we received three positive comment letters of some of the riders' experiences.
- In an effort to learn about the needs and wants of our staff, Jessica has been going around meeting with staff at various libraries. She has met with a few already and has more scheduled for the future.
- The CEA for the Experience Pass with New Orleans Museum of Arts will go before Council for approval next week.
- Jefferson Parish Library system is the number one Hoopla user in Louisiana.
- Jessica, David Johnson, and Shannon Kitchens, who has been spearheading our Makerspace project, met with a reporter from Axios about the Makerspace at EBR today. The boxing project has been moving quickly and the materials should be back on the shelves mid-April.

Youth Service Coordinator Erin Korosi reported the Dog Man Supa Awesome Party, organized by Children's Librarian Jessica Buckey, was a huge success. About 396 people attended the event; a police officer was there to give a presentation to the kids. Staff will be present at upcoming outreach events that include a Bunny Bash event at Lafreniere Park, the City of Kenner Easter Egg Hunt, and an event at Lakeside Mall. They will also be coordinating with the Parish's Cross Cultural Coordinator Daniela Bello on an event for World Down Syndrome Day where an artist will exhibit some of his works and have a performance from the Jefferson Community Band. She mentioned 5 of our branches applied to be a site for the Second Harvest's summer feeding program.

Marketing & Engagement Manager David Johnson announced 4/8 is the solar eclipse event which we would get to see 85% of. To celebrate the event, 3,000 3D glasses were ordered to distribute to program attendees. We have new promotional materials to distribute at outreach events. Our Marketing team prepared Swag Bags of these items for board members to take. Upcoming events include: iPhone for Boomers, a 4-part series course taught by seniors; line dancing and crafting classes at Grand Isle Library; drawing classes at River Ridge; Social Security and Financial seminars; Resume Writing classes; and a 4-part series Nutrition class. More dates, times, and more events happening at JPL can be found on our website under Events. In an effort to improve and increase promoting our events and programs, we will be making changes to our website to make the events easier to find. Besides posting events and programs on our website, we also send Email Blasts to over 77,000 patrons and Chris Smith publicizes our events and programs in the Times Picayune.

Jessica invited members of the Board to the Library Legislative Day Luncheon scheduled for 4/9 in Baton Rouge and hosted by the State Library. Members interested in attending should contact her for more information.

Library Maintenance Superintendent Offord Langston, who manages our ongoing facilities projects, was introduced. At the request of Bob Bales, Library Business Manager Antoinette Scott prepared and distributed to the Board a list of all of the Library's ongoing, upcoming and future projects that the Library will be funding. Bob asked about the process used for coming with designs for renovation projects. Jessica and Antoinette informed him we gather information from staff on their needs and ideas for a better workflow; present that information to the architect, who comes up with a design; and from there, we tweak the designs until they meet our needs.

REVIEW OF STATISTICAL AND FINANCIAL REPORTS:

Jessica reported our statistics are up over 8% from where we were this time last year.

PUBLIC REMARKS:

Matthew Sheen reported on an experience where the computer in EBR Reference froze on him and he lost all of the work he was working on. It was a terrible experience for him because the work he had done on the computer could not be reproduced. He expressed as a public agency, contact information for Board members and Library Administrative staff should be listed on our website. It was explained that Library Board members information was on the website and that Administrative staff contact information will be added. Network Administrator Ricardo Mesa reported he is aware of the situation and is working on a solution, which is a top priority. He and his staff are testing a new software in our test environment. They also plan to replace some of the computers.

The Library Board voted unanimously voted to allow Matthew Sheen more time to address the Board.

Matthew commented it's too cold in the study rooms at EBR and it's very uncomfortable trying to do work in. Jessica said we will investigate if there is a way to make the AC system provide more consistent temperatures in the study rooms.

Ms. Jasmine, reported on an incident she experienced while patronizing the River Ridge library which resulted in the staff calling 911. She said she spoke with Library Director Jessica Styons prior to the Board meeting who informed her she would investigate the incident.

The Library Board voted unanimously voted to allow Ms. Jasmine more time to address the Board

Ms. Jasmine reported she asked the Gretna staff to call 10 libraries in the United States for lawsuits. The staff attempted to help her by researching Westlaw. Jessica apologized for her feeling like she did not get the help she needed and informed her Reference staff in our regional libraries are more experienced with reference and can dedicate more time to research than staff in the branches. Network Administrator Ricardo Mesa added she can submit a request to our "Ask a Librarian" from the website.

The next meeting is April 16, 2024.

The meeting adjourned at 5:04 PM.