



New Orleans Public Library
Executive Committee Meeting
ZOOM Teleconference
Tuesday, March 2, 2021
4:30 PM

NOTE REGARDING PUBLIC COMMENT:

The legal purpose of open meetings is to allow individuals to observe and participate in the deliberations of public bodies. Meetings of public bodies must be open to the public unless closed pursuant to a statutory exception, such as set forth in R.S. 42:16 – 42:18, which authorizes closed executive sessions. Public bodies must provide an opportunity for public comment prior to action on the agenda item upon which a vote is to be taken. The governing body may adopt reasonable rules and restrictions regarding the comment period. R.S. 42:14, requires each public body, except school boards, conducting a meeting that is subject to the notice requirement of R.S. 42:19(A), to allow a public comment period prior to action on an agenda item upon which a vote is to be taken.

PUBLIC COMMENT IS LIMITED TO TWO MINUTES PER INDIVIDUAL

NOTICE OF TELECONFERENCE MEETING:

This meeting is being conducted via teleconference per Executive Order 59-JBE-2020 Section 2.C, which states: “All state agencies, boards and commissions, and local political subdivisions of the state shall continue to provide for attendance at essential governmental meetings via teleconference or video conference and such attendance shall be allowed during the pendency of this emergency. All efforts shall be made to provide for observation and input by members of the public. Before any meeting conducted pursuant to this section, the state agency, boards and commission, or local political subdivision of the state shall first provide a written certification that it will otherwise be unable to operate due to quorum requirements. Such certification shall be posted at the same time and in the same manner as the agenda for the meeting. Nothing in this order shall be interpreted to waive any notice requirements.”

MINUTES

- I. Call to Order — (Phala Kimbrough Mire)**
 - A. Committee Chair, Phala Kimbrough-Mire called the March 2, 2021 Executive Meeting to order at 4:31 p.m.
Members Present: Phala Kimbrough-Mire, Vonda Flentroy-Rice, Andrea Neighbours, Dana Henry
Staff Present: Dr. Gabriel Morley, Michel Thompson, Ross Matthews, Tammy Hanson

- II. Public Comment – (Phala Kimbrough Mire)**
 - A. No public comments were made

III. Executive Director Update – (Dr. Gabriel Morley)

- A. Vaccinations are not yet available; however, NOPL staff is in the next tier and will be offered vaccinations soon.
- B. All parties have agreed to the terms of the Hotel grounds lease, but specific wording is being worked out between the city and the attorney. If complete by next week, it will be added to the regular board agenda.
- C. John Chrastka and Michelle Thomas will both be presenting on the millage campaign at next week's regular board meeting and will require a substantial amount of time.
- D. NOPL has partnered with NORD for our summer reading program.
- E. The NIX branch closed on February 22nd for ADA improvements. Construction will begin next week and take approximately 90 days. Boiler and heating repairs will also take place at several branch locations.
- F. We are planning infrastructure repairs to spend down the library's fund balance including updates to Main's back parking lot.
- G. Security cameras from one vendor and other long-term investments in facility updates are being addressed in accordance with the strategic planning process.
- H. Ms. Neighbours asked whether capital improvements are the responsibility of the City or of the library so will using our fund balance toward those items be a break with what was traditionally done. Dr. Morley responded that it was a non-written agreement that the City would cover large facilities repairs. Small repairs come from the library's operating budget. Ms. Thompson added that maintenance expenses are included in our annual budget. Dr. Morley added that it makes more sense to not add these smaller projects to the capital projects list and await approval as long as we have the funds to complete needed repairs.
- I. Ms. Neighbours asked if library staff can assist patrons with signing up for vaccinations. Dr. Morley responded that beyond responding to specific questions, no.
- J. Ms. Neighbours asked if Mr. Henry could bring some teens into the strategic planning process. Mr. Henry responded that he is willing to approach students and parents to assist in the process.

IV. Strategic Planning Update — (Vonda Flentroy-Rice)

- A. All external stakeholders interviews have concluded and other groups are still being contacted with focus groups ongoing. The teen group meets on March 6th at 6 p.m. NORD, Youth and Family Planning, Chevron Group, and Mayor's Advisory Group have been asked for suggestions on how to serve the teen demographic better.
- B. Mr. Henry suggested that Dr. Rashida Govan of the New Orleans Youth Alliance as a potential contact and will provide her contact information.
- C. Ms. Kimbrough-Mire suggested that Dr. Calvin Mackie of STEM NOLA as a potential contact. The organization just received a large Kellogg grant.
- D. Ms. Neighbours asked if staff consultation begins in March and what that engagement process entails. Ms. Flentroy-Rice responded that some key staff members have been chosen to participate and others have volunteered. Ms. Thomas has already spoken to some branch managers.

- V. Millage Campaign – (Phala Kimbrough-Mire)**
 - A. John Chrastka and Michelle Thomas are in discussions regarding on our millage campaign and have had successful conversations to align the strategic plan with the millage campaign.

- VI. Progressive Discipline Policy – (Dr. Gabriel Morley)**
 - A. HR Director, Ross Matthews suggested the phrase “remove” be changed to “revise” to avoid confusion on the intention of the policy change.

- VII. Review of Regular Board Meeting Agenda— (All)**
 - A. The Committee reviewed the regular board agenda with no major editions. Some name spellings need to be corrected.

- VIII. Adjournment**
 - A. Ms. Flentroy-Rice motioned to adjourn and motion was seconded by Ms. Neighbours. The March 2, 2021 Executive Committee adjourned at 4:58 p.m.