



New Orleans Public Library
Regular Board Meeting
MAIN Library, 3rd Floor Conference Room
Tuesday, May 10, 2022
4:30 p.m.

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

MINUTES

- I. **Call to Order**
 - A. Board Secretary, Andrea Neighbours, called the May 10, 2022 regular board meeting to order at 4:45 p.m.

- II. **Roll Call**

Members Present: Phala Kimbrough-Mire, Andrea Neighbours, Raquel Dufauchard, Alexis Parent-Ferrouillet, Vonda Flentroy-Rice (arrived at 5:18 p.m.)

Absent: Dana Henry, Daniel Tapia, Justin Ross-Hillard, Kathleen Coverick

Non-members present: Emily Wolff, Shannan Cvitanovic

- III. **Public Comments (4:45 p.m.)**
 - A. There were no public comments

- IV. **Action Item: Approval of Consent Agendas**
 - A. Approve March 8th Regular Board Meeting minutes
 - B. Review February 22nd Executive Committee meeting minutes
 1. This item was tabled due to lack of quorum
 2. Ms. Flentroy-Rice made a motion to approve the consent agenda. Motion seconded by Ms. Kimbrough-Mire. Motion carried unanimously.

budgeted for overtime and the only staff allowed overtime this year have been engineers. Ms. Painton added that hiring front-line workers is slow due to city guidelines/requirements. We have been offering our maintenance staff overtime, but given the severity of how short-staffed we are, that is not enough. Indeed.com has not been an effective hiring tool thus far. Ms. LeGros added that the Marketing Department is working on posters and other tools that link to the City's employment page to eliminate candidates having to duplicate their resumes in Indeed and in NOLA.gov. Ms. Neighbours asked if Friends has a role in recruitment. Ms. Cvitanovic responded that they can add it to their electronic newsletter. Ms. Wolff suggested that NOPL reach out to Christina Hamilton to get suggestions on how to recruit and retain. Ms. Cvitanovic replied that outside entities are limited in that they cannot offer anything of value to recruits. Friends does offer tuition for the MLIS program but those monies get dispersed to LSU and not directly to the employee/student. Ms. Thompson added that when Mr. Brown was director and the Foundation wanted to supplement his salary, City Council refused. Prior to that, the former COO did receive a stipend but also received an ethics violation and had to pay a fine. Ms. Dufauchard added that her organization has participated in job fairs with low turnout. She suggested putting our marketing efforts into agencies such as Delgado that can offer specific training or, perhaps, an announcement on radio or television.

1. Strategic Plan Q1 Report
2. Ms. Flentroy-Rice arrived at the meeting and the board now has a quorum of members. Thus, a return to approval of the consent agenda was untabled.
3. Ms. Painton shared the SP Q1 Report with the board. The Strategic Planning committee is purchasing specialized software to aid in more concise reports in the future by making assignments to give stakeholders a better sense of goals, tasks, projects, and their connections. The city may already have software we can utilize. Ms. Neighbours clarified that the software will aid in developing operational plans for each year that tie into the strategic pillars and goals, allowing users to insert comments and list participation. Ms. Neighbours hopes that the chosen software also has a robust evaluation component. She asked if there is library-specific S.P. software. Ms. Painton responded that though there are not, Denver library is using one we like. Ms. Neighbours asked what the timeline for the next operational plan is. Ms. Painton responded that one a year would be too overwhelming. The next operational plan will be 2025 (three years). Ms. Dufauchard suggested reaching out to PLA and ALA to inquire on best resources.

D. Q1 Performance Report

1. Physical circulation is up 75% because more patrons. Digital circulations have decreased by 3.86% due to more people are attending in person. Computer sessions up 127% and visits up 578%. We are bouncing back post-COVID.
2. The reason there is decreased enrollment in programs is due to us defining everything as programming. We are now reporting according to programming criteria. Online views are no longer counted as attendance.
3. New library accounts are up 42%.

2. The library has a fund that can accept credit card payments for overdue fees online or in person. These monies build by \$130,000 annually and help offset our office supplies. The balance has remained stable and now totals approximately \$1.2 million. This overage is being resolved through quarterly reports through the accounting office.
3. It was clarified that the board is voting on the 2023 budget allocation and does include building renovations.
4. Ms. Kimbrough-Mire asked when the board can expect building improvements to begin and if a realistic timeline has been established. Ms. Thompson responded that she will know more once the maintenance RFPs are established. Ms. Kimbrough-Mire clarified that she would like to know where our monies will be allocated for capital projects and would like the NOPL to begin taking action. Ms. Thompson responded that these items need to be identified first. More discussion ensued regarding what building improvements should be prioritized.
5. A motion was made for the board to support the Finance Committee recommendation on NOLP budget allocations by Phala Kimbrough-Mire. Motion seconded by Raquel Dufauchard. Motion passed unanimously.

VII. Discussion Items (6:05 p.m.)

A. Hiring Rate for Librarians Update

1. The board approved hiring increased at a previous meeting. City Council has approved the wage increases.

B. Executive Director Update

1. Emily Painton was chosen to lead the NOPL into the future as it's Executive Director/City Librarian.

VIII. Attachments

- A. Board Packet

IX. Adjournment

- A. The May 10, 2022 Board of Directors meeting adjourned at 6:07 p.m.

APPROVED: _____

Andrea Neighbours, Secretary

DATE: _____

9.13.22