



New Orleans Public Library
Regular Board Meeting
Main Library 3rd Floor Conference Room
Tuesday, May 14, 2024
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 Chair, Dana Henry called the May 14, 2024 board meeting to order at 4:34 p.m.)
- II. **Roll Call – (4:35 p.m.)**
 - A. **Members Present:** Dana Henry, Kathleen Coverick (arrived late), Andrea Neighbours, Alexis Parent-Ferrouillet
Members Absent: Raquel Dufauchard, Vonda Flentroy-Rice, Phala Kimbrough
Staff Present: Emily Painton, Tamyka Miles, Michel Thompson, Jane LeGros, Heather Riley, Amy Wander, Tammy Hanson, Laura Bevins, Katy Hepner, Brittany Silva
Others Present: Shannon Cvitanovic, Five members of the public
- III. **Action Item: Approval of Consent Agendas (5:15 p.m.)**
 - A. This item was tabled until a quorum was reached
 - A. Approve March 12, 2024 board meeting minutes
 - 1. Public Comment
 - a. A public comment was made about signage at the Central City branch
 - B. Approve April 2, 2024 Special Executive Meeting Minutes
 - 1. Public Comment
 - C. Review Executive Committee May 7, 2024 meeting minutes
 - 1. Public Comment

- a. Board Chair put a motion to the floor to approve the consent agendas. All items passed unanimously.

IV. **Information Items – (4:33 p.m.)**

A. NOPL Foundation Report

1. Ms. Coverick reported that the system of pre-approval has worked well in terms of vendors receiving payments. Mr. Henry asked if Friends is in a position to accept funds if there is a transition.

B. Friends of NOPL

1. Give NOLA Day was successful with the Friends #46 in the amount of donations collected.
2. Primetime Family is being sponsored by the Louisiana Endowment, the Foundation, GPOA, and the Jazz Heritage Foundation. It begins this fall and will provide families stories and a meal. Goal is to offer a bilingual Family Primetime.
3. Friends are writing two grants to hold GenFest next year. One through Louisiana Endowment for the Humanities and a Federal Cultural Recreation and Tourism grant.
4. The assistant position for AmeriCorps has been hired and starting on June 4th. The bookstore manager is leaving so Friends will be advertising this part-time position.

C. State of the Library

1. Central City has been open for a month. Alvar has been closed since May 7th awaiting a condenser unit. This has been ordered.
2. Nora Navra was vandalized, deeming its HVAC inoperable. This will be repaired this week. Initially, these two branches had limited morning hours from 8-noon; however, the temperatures were too high. Updates are on the Capital Projects building projects page of our website.

NOTE: 4:49 p.m. Ms. Coverick arrived. The board has a quorum.

3. We are working on a new position titled Projects Manager II. The goal is to have a liaison for Capital Projects and Project Management as well as manage all facilities projects.
4. NOPL is now in compliance with LARS: 225. House Bill 414 is proposed to penalize staff who provide books and information by removing libraries from the institutional exemption list and fails the Miller Test. House Bill 777 which made it a crime to use public funds or the ALA or its successor, did not pass.
5. Summer Fun begins June 1st. Amy Wander presented to the school board on Summer Fun and the Black History Month poster winners.
6. We are putting security codes outside and some inside doors that staff can access with an electronic badge. This will also enable staff to enter facilities without a key during emergencies. We have completed a job study to improve our head of security position.
7. Ms. Painton and Ms. Miles met with RTA to get a timeframe to when the front yard will begin and completed.

D. Financials Update

1. As of April 30th we have received 86% of anticipated revenues.

2. Personnel expenditures YTD are \$4.9 million with 70% of budget remaining. We have \$6.7 million obligated in purchase orders as of the end of April. We have paid out \$1.9 million with \$13 million remaining in the operating budget. 68% of our total operating budget remains available
3. The chart of Strategic Planning shows that we have budgeted \$3.7 million and obligating \$957k and paid out \$244K.
4. Ms. Coverick inquired about the Open Doors pillars and the amount for building expenditures that may not be obligated yet. Ms. Thompson responded that Open Doors includes new endeavors such as the REACH Center while building expenses encompass landscaping, power washing, etc.
5. Ms. Neighbours commented that we should closely consider how we are spending money on Strategic Planning and what is the definition of Open Doors as a Strategic Planning initiative. Ms. Coverick added that she would like it to be targeted to those in the community who lack access to our facilities.

E. Q1 Update

1. Our numbers are up mainly due to widespread advertising. New library accounts has increased. NOLA Sunday Mornings, with NOPL is doing a highlighted book segment. Ms. LeGros will update the board on the final costs of this endeavor. She will get information on what ages are signing up for the significant portion of new library accounts. Ms. Neighbours asked if these ads say the library is a free resource. Mr. LeGros responded yes. Ms. Coverick would like to know how this impacts Open Doors.

V. **Discussion Items** (5:32 p.m.)

A. 2004 Summer Fun

1. Summer Fun runs June 12^t through July 31st with preregistration tomorrow.
2. This is open to all ages. Posters are in three languages. The challenge is to read 800 minutes and engage in four activities in two months. In 2023, there were almost 2 million minutes read and the goal was 1 million. We had 170 more programs than the prior year with almost 2,000 attendees. We also had nearly twice as many circulations last summer.
3. Last year was the first year we worked with a local artist to design the completion prize (Tanisha Anthony). Other prizes include a tote bag. The website has a completion tracker for participants to and a bingo card for people to mark their activities.
4. Programming coming up for early childhood ages are Mini Master which is a partnership with NOMA, The Knighton Cavalry, Get Moving program, a theatre performance of The Wizard of Oz and author day which highlights local writers.
5. Teen programming includes Spring Roll making with Vai Lee, Chef Mia to teach pasta making. BBTC does a petting zoo at a few branches, Yoga workshops, Mendi workshops, and teen volunteer programs.
6. Adult programming includes a writing contest, crafts, and Pride author night.
7. There is a coloring worksheet for all participants.
8. Ms. Ferrouillet asked about NOLA cultural programming focusing on artists and musicians. Ms. Wander responded that most of the authors and artist are local. Friends funds this. Ms. Ferrouillet wants to see more people of color.

9. Ms. Neighbours inquired about working with NORD for children at camp. Ms. Wander responded that we do go to them and they also visit us on field trips. They don't need a NOLA library card. Those who do cannot check out digital materials without parents' permission. Mr. Henry asked if there has been an opportunity to partner with early childhood centers and schools. Ms. Wander reiterated that she presented the Summer Fun Program at the schoolboard as well as a Youth Programmer who reaches out to local schools. Ms. LeGros added that they send out news to our educator list. Ms. Ferrouillet asked what the incentive to finish is. Ms. Wander answered that they receive two books, a Cains coupon and a tote bag.
- B. Youth Cards
1. To be in compliance with Louisiana's new law, parents will need to physically come into a library to determine what their children can access. The main impact is we now have four different types of cards: access to all materials, library materials except for physical materials the library board has deemed sexually explicit sexually explicit materials and digital materials, all materials except for digital materials. No one is barred from any materials until May 30th.
 2. The default is the most restrictive. No titles are restricted because none have been challenged as such. Ms. Coverick asked if parents can see what their minor children are check out. Ms. Riley responded no, not unless it is requested.
- C. Foundation Relationships
1. The inactivity of the NOPLF has put us in a position to seek out other partnerships. The main focus will be Friends. There are currently three board members on the NOPLF board. We are not committing any board members to be on the NOPLF board. Ms. Cvitanovic mentioned that Friends has funding sources to meet to decide roles and responsibilities. Ms. Coverick stated NOPLF has about \$1 million left in donations with two active donors.
- D. Board Member Training/Orientation and Retreat
1. Tomorrow is the deadline to file tier 1 with the Louisiana Commissions.
 2. Two nominees have been submitted to be vetted by the Mayor and approved by the Governmental Affairs Committee and the committee who will meet in June. They will tentatively be approved prior to the July meeting. Mr. Henry has another potential board member.

VI. **Attachments**

- A. Board Packet

VII. **Adjournment**

- A. Board Chair, Dana Henry adjourned the May 14, 2024 board meeting at 6:13 p.m.