



LIVINGSTON PARISH LIBRARY

P.O. BOX 397 • 13986 FLORIDA BLVD. LIVINGSTON, LA 70754
TEL. 225-686-4100 FAX. 225-686-7424

MAIN BRANCH	ALBANY-SPRINGFIELD	DENHAM SPRINGS-WALKER	SOUTH	WATSON
20390 IOWA STR LIVINGSTON, LA	26941 LA HWY 43 HAMMOND, LA	8101 US HWY 190 DENHAM SPRINGS, LA	23477 LA HWY 444 LIVINGSTON, LA	36581 OUTBACK RD DENHAM SPRINGS, LA

Livingston Parish Library Board of Trustees Regular Meeting Minutes January 19, 2021

The Livingston Parish Library Board of Control met in regular session on January 19, 2021. The meeting took place at the Main branch located at 20390 Iowa St., Livingston, LA 70754

1. Call to Order

Board President, Ronnie Bencaz, called the meeting to order at 5:00 p.m.

2. Roll Call

Present: Ronald Bencaz, Kathy deGenres, Debbie Henson, Lindsay Varnado, Stephen Link, Roy Miller.

Absent: Ivy Graham, Layton Ricks.

Also Present: Giovanni Tairov, Library Director/Board Secretary; Jennifer Seneca, Assistant Library Director.

3. Approval of Minutes

Motion by Varnado, seconded by Henson to approve the Minutes from the November 17 meeting as presented. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.

Nays: 0

Absent: Graham.

Abstain: 0

4. Public Comments of items on Agenda

None.

5. Unfinished Business

a. Administrative building expansion.

Tairov discussed the need for the expansion of the building with the Board. Tairov also stated that the proposed contract would be reviewed by the attorney and presented to the Board at the March meeting.

6. New Business

a. Study rooms for Watson and Albany-Springfield branches.

Tairov presented the proposed contract, draft drawings, and the cost estimate to the Board. Tairov informed the Board that the proposed architectural contract is in review by the library's attorney. Upon reviewing the documents and discussing the project cost, the motion to give the director the authority to sign the contract with Kern Architects was made by Varnado; seconded by Miller. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.
Nays: 0
Absent: Graham.
Abstain: 0

b. LED retrofit of Watson and South branches

Tairov informed the Board that the library had requested several quotes for retrofitting the branches with LED fixtures. Motion by Henson, seconded by Miller to authorize the director to sign the contracts provided that they do not exceed \$35,000 each. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.
Nays: 0
Absent: Graham.
Abstain: 0

c. System-wide public and staff computers upgrade.

Tairov informed the Board that several quotes had been requested for the system-wide computer upgrade. Motion by Varnado, seconded by deGenres to authorize the upgrade, and for the project not to exceed \$170,000. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.
Nays: 0
Absent: Graham.
Abstain: 0

d. Denham Springs-Walker branch workroom repurpose

Tairov informed the Board of the library's plans to create a Carrer Resource Center at the Denham Springs-Walker branch. The Center would be responsible for assisting patrons with their career-related needs, such as job search, resume creation, etc. The library administration plans to repurpose the old workroom, and the area needed to be renovated. Tairov also informed the Board that the work would be performed by the library's facility maintenance company. The quote was provided for the Board's review and approval. Motion by deGeneres, seconded by Henson to move forward with the workroom repurpose. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.
Nays: 0
Absent: Graham.
Abstain: 0

e. Staff vehicle

Tairov informed the Board about the need to replace the aging staff vehicle. However, due to reduced patronage caused by the pandemic, the purchase could be delayed. The state contract pricing was presented to the Board. Motion by Varnado, seconded by Miller to authorize the purchase in 2021. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.
Nays: 0
Absent: Graham.
Abstain: 0

f. Policy update, 3-315 Borrower Types and Fees

Tairov spoke to the Board about the reasons to adjust the fees for Out-of-State and Louisiana Resident borrower types. He recommended raising the fee to \$35 annually for Louisiana Resident borrowers and to \$40 to Out-of-State borrowers. Motion by Varnado, seconded by Link to approve. Motion carried.

Yeas: Bencaz, deGenres, Henson, Varnado, Link, Miller.
Nays: 0
Absent: Graham.
Abstain: 0

g. IT Support Contract

Tairov informed the Board that the library is reviewing several proposals for the IT Support contract.

7. Director's report

None

8. Adjournment

The meeting adjourned 6:05 p.m.

Board President

Secretary

Date

Date