



LIVINGSTON PARISH LIBRARY

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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 March 16, 2021

The Livingston Parish Library Board of Control met in regular session on March 16, 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 4:59 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

Kathy DeGeneres motioned to approve the Minutes from the January 19 meeting as recorded; seconded by Debbie Henson. 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

None

6. New Business

a. Livingston Parish Library Strategic Plan 2021-2023. Presentation by Kate Jacobs of Orange Boy Inc.

Ms. Jacobs presented a draft version of the Strategic Plan to the Board. She spoke about the results of the community survey, as well as the results of her meetings with the stakeholders and her work with the library's strategic development committee. Ms. Jacobs discussed the findings with the Board and reviewed the strategic goals.

b. Administrative Offices building, programming storage room expansion. Presentation by Phillip Kern of Kern Architects.

Phillip Kern spoke to the Board about his work on producing the cost estimates for the project. The overall need for the expansion, the proposed interior and exterior features, and the project milestones were discussed.

c. Policy Amendments

Giovanni Tairov presented the amendments to Board Bylaws, policy 5-501, and policy 3-327c. Lindsay Varnado motioned to accept the revisions as written; seconded by Debbie Henson. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

d. Election of Board Officers.

Lindsay Varnado motioned to elect Ronnie Bencaz as the Board President, seconded by Kathy DeGenres. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

Lindsay Varnado motioned to elect Kathy DeGenres as the Board Vice President; seconded by Debbie Henson. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

e. Declaration of property as surplus.

Giovanni Tairov presented the list of obsolete library-owned items to the Board with the request to declare them as surplus property. Kathy deGenres motioned to declare the property as surplus; seconded by Roy Miller. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

f. Approve building improvement projects.

Giovanni Tairov provided the Board with the updated cost estimates for the three improvement projects. Lindsay Vardnado motioned to accept price changes; seconded by Stephen Link. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

g. Library Materials RFP.

Jennifer Seneca presented the Library Materials RFP to the Board and explained the purpose of the RFP. Lindsay Varnado motioned to release and advertise the RFP; seconded by Roy Miller. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

7. Director's report

a. Financial Report: Giovanni Tairov presented the latest financial reports to the Board.

- b. Giovanni Tairov described the situation with the Main branch roof, including the attempts to have the shingle manufacturer honor the warranty and the alternative solutions to having the roof fixed. The approximate cost of replacement was discussed.

8. Agenda amendment

Lindsay Varnado motioned to amend the Agenda to allow the Board to discuss the architectural contract; seconded by Stephen Link. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

9. Contract discussion

The need to authorize the director to sign the architectural contract for the expansion of the Administrative offices was discussed. Lindsay Varnado motioned to authorize Giovanni Tairov to sign the contract after it was approved by the attorney; seconded by Roy Miller. Motion carried.

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

Nays: 0

Absent: Graham.

Abstain: 0

10. Adjournment

The meeting adjourned 7:10 p.m.

Board President

Secretary

Date

Date