

Minutes of the Meeting of the
Lafayette Public Library Board of Control

June 23, 2025

Recordings of all meetings can be found on the Library Board of Control page of the Lafayette Public Library website.

The regular meeting of the Lafayette Public Library Board of Control was held in the meeting room on the 2nd floor of the Main Library at 301 West Congress Street on June 23, 2025. Ella Arsement called the meeting to order at 6:00 PM.

I. Roll Call and Invocation

Board Members Present: Robert Judge; Erasto Padron; Ella Arsement; Rena Bradley; Eric Baquet

Board Members Absent: Daniel Kelly, Board President; Allan Moore, Board Vice President

Other Staff Present: Danny Gillane, Library Director; Dawn Williams, Assistant Director; Nancy Hebert, Administrative Assistant; Stuart Breaux, Attorney

The invocation was led by Erasto Padron.

II. Pledge of Allegiance

Eric Baquet led the board in reciting the Pledge of Allegiance.

III. Comments from the Library Board

The presentation was postponed due to Vice President Moore's absence.

Ella Arsement provided an update on the Northeast Library Committee. There being no new business, the June 19, 2025 meeting was canceled. The next meeting is scheduled for July 17, 2025.

IV. Director's Report

The Marketing contract has been signed with BBR Creative. The Library is working on filling the Community Relations vacancy in order to begin work on the marketing plan.

The Library is working with the Lafayette Parish School System for their August in-services. Moving forward, the Library will be present at all in-services and included in the session rotation across all sessions.

The Parish Council introduced the Ordinance to allow the Mayor-President to go into a cooperative agreement with SLCC and UL to make student IDs function as library cards. The Council will vote to adopt this Ordinance July 1, 2025. Director Gillane will be meeting with faculty from both UL and SLCC to discuss partnerships for the contemporary poetry collection.

The Library Director worked with the Assistant Director and library managers to create a separate grid of consequences for minors.

The Library looked at two properties to serve as temporary locations to provide services while North Regional is being renovated. One location is a welcome center and will be used for programming. Another centrally located property on St. Peter Street will serve to hold a small collection, provide computer access, and serve as a pickup location for books on hold. Both locations will be provided to the library at no cost other than utilities and internet. The Library Director and the Operations Manager are continuing to look for potential warehouse space.

V. Assistant Director's Report

Staff changes and vacancies were announced to the Board.

In May, there were a total of 64,910 patron visits and there were 118,243 total checkouts. 5,570 patrons attended 274 programs. The Bookmobile made 20 stops and had 362 patron visits. 43 deliveries were made to homebound patrons.

The Assistant Director attended the Friends of the Library Board Meeting.

The Assistant Director completed a webinar entitled "Dealing with Difficult Situations."

The Assistant Director worked the Summer Reading Kickoff event held on June 7, 2025, which was attended by approximately 2,000 patrons.

VI. Facilities & Financial Update

Security camera upgrades are in progress at the Main Library. A/V repairs were carried out on the projector in the storytime castle within the children's section. During the overnight hours of June 7 and June 10, 2025, two first-floor windows were broken by a vandal. Security footage was reviewed, and Library staff were able to identify the suspect. Police were contacted, and the individual has since been arrested. Emergency repairs were promptly initiated. The Elevator Modernization Project is moving forward, with the architect and elevator consultant scheduled to be onsite the week of June 23 to begin assessing existing equipment and site conditions. The Library is considering replacing select carpeted areas in the Main Library due to staining, as well as evaluating options to replace certain public-use lounge and tablet arm chairs.

There are currently no new updates on the South Regional Library renovations. The project is awaiting the manufacturing of HVAC equipment and the execution of change orders for study room carpet and painting upgrades as well as automation control enhancements. The roof replacement title sheet is being circulated for signatures and will be sent to the Purchasing Department to move the project into the bidding phase, expected in July or August.

Plans and specifications for the North Regional Library renovation project are close to finalization. The Architect estimates the final documents will be turned over to LCG for bidding review before the end of June.

HVAC emergency repairs at North Regional Library were necessary throughout May and June due to ongoing issues with the largest of the three units (Unit No. 1). A spliced wire caused the condenser motor to run intermittently and sometimes in reverse, which led to the replacement of two condenser fan blades and one motor. The unit is currently struggling to cool effectively due to problems with the thermostatic expansion valve. Additionally, one of the two compressors in Unit No. 1 has failed. Replacing the compressor would cost approximately \$11,500, but the plan is to continue operating with the remaining compressor for the rest of the unit's lifespan, as the entire system will be replaced during upcoming renovations. The HVAC equipment at North Regional Library is more than 18 years old and is showing significant signs of aging.

Issues with the VRF HVAC system at West Regional Library resulted in certain rooms not cooling properly. The contracted vendor was able to resolve the problem. Library Maintenance staff discovered loose exterior tile that may be allowing water to enter the staff workroom. The original tile installer has been contacted to address the issue.

A roof leak at the East Regional Library in the meeting room hallway has been reported. The library will monitor and file a warranty claim upon further investigation. A/V repairs have been initiated in the storytime/meeting room.

Across all locations, landscaping mulch has been refreshed. Shrubs and trees have been pruned for patron/vehicle/building clearance.

The revenues for FY24/25 (beginning November 1, 2024 and ending October 31, 2025) are at 14.6M and expenses are at 9M. Compared to the same time last year, in June of FY23/24, revenues were at 13.3M and expenses were at 7.3M.

VII. Approval of Minutes

A motion to approve the minutes of the May 19, 2025 Regular Board Meeting was made by Rena Bradley and seconded by Erasto Padron.

Yeas: Padron, Arsement, Bradley, Baquet
Nays: None
Abstained: Judge
Absent: Kelly, Moore

The motion carried.

VIII. New Business

A. Library Book Discards

A motion for the library to discard 3,420 books having been out of use for over a year due to the books being superseded, obsolete, unused, or otherwise unnecessary was made by Eric Baquet and seconded by Erasto Padron.

Yeas: Padron, Arsement, Bradley, Baquet
Nays: None
Abstained: Judge
Absent: Kelly, Moore

The motion carried.

IX. Announcements

- A. Reminder that the next Library Board meeting will be Monday, July 21, 2025.
- B. Reminder that yearly ethics training and sexual harassment training must be completed before December 31, 2025.

A motion to add canceling the July 21, 2025 meeting to the agenda was made by Erasto Padron and seconded by Rena Bradley.

Yeas: Judge, Padron, Arsement, Bradley, Baquet
Nays: None
Abstained: None
Absent: Kelly, Moore

The motion carried.

A motion to cancel the July 21, 2025 meeting was made by Erasto Padron and seconded by Eric Baquet.

Yeas: Judge, Padron, Arsement, Baquet

Nays: None

Abstained: Bradley

Absent: Kelly, Moore

The motion carried.

X. Comments from the public on any other library matter not on this agenda

Eb Hoehl, Melanie Brevis, Melany Champagne, Cara Chance, and Tom Houdek commented.

XI. Closing Prayer, Adjournment

Rena Bradley led the Board in a closing prayer.

There being no further business, the meeting was adjourned at 6:31 PM.

Respectfully Submitted,
Danny Gillane, Secretary