

**Beauregard Parish Library Board of Control**  
**Minutes – Aug 2, 2021**

The Beauregard Parish Library (BPL) Board of Control met in regularly called session on Aug 2. This meeting was a hybrid of virtual (via Zoom) and in-person in the meeting room of the DeRidder branch at 205 S. Washington St., DeRidder, LA 70634. The hybrid platform was in deference to social distancing requirements during increased instances of COVID-19 in the parish. President Angela Lannen called the meeting to order at 4:34 and noted a quorum comprised of Jo Blankenship, Lynne Boggs, Beth Cuevas, Molly Poe, and herself. Candice Hodges was absent. Also present were David Brossett and David Yu of Brossett Architects and Erin Chesnutt, BPL director. The following occurred:

- Amend the agenda to include an announcement in Old Business regarding today's notice from the Governor's Office regarding COVID-19 (motion: Blankenship; second: Boggs)
- Approved minutes from May 2021 and July 2021 meetings (motion: Boggs; second: Cuevas)
- Public participation: None present other than Brossett Architects.
  - To allow for the future East Beauregard branch to boast a larger meeting room, the board approved increasing the width of the building by 4 feet and the project budget from \$421,000 to \$465,000 (motion: Boggs; second: Lannen). Brossett shared documents including the site plan, code compliance, floor plan, exterior elevations, and reflected ceiling plans for the Wye branch. He will modify them to fit the larger building. Chesnutt, Boggs, and Lannen will review the modified plans with Brossett to determine how to proceed.
- Chesnutt shared that the audit for fiscal year 2020 was completed and reported to the legislative auditor's office before the June 30 deadline. The audit had no findings to report. A copy of the final audit report with financial statements was provided to each trustee.
- Chesnutt shared that the Parish's proposal for a multi-agency facility in Singer is gaining traction with a variety of interested partner agencies and possible funding sources having been identified. The current plan is to build around the new library branch building so that BPL can continue to serve the public from it until the larger building is ready to move into. The new branch building's as-is plan has been drawn and is being marked up with anticipated changes needed to meet various codes. This plan will need to be approved by the Fire Marshal's office prior to seeking RFPs for renovation work.
- Chesnutt shared that BPL is working with FEMA to get some reimbursement on projects related to damage from Hurricane Laura in areas of: Emergency Protective Measures, DeRidder building damage, and Singer building damage.
- In February, the Board noted wanting to go to the polls regarding our expiring ad valorem tax next Spring. Blankenship moved to accept a resolution (see below) requesting the Police Jury call an election to submit to the voters to consider the levy and collection of an ad valorem tax of 7.85 mills for a period of 10 years beginning with 2023 and ending with 2032, for the purpose of acquiring constructing, improving, maintaining, operating, and supporting public libraries in the parish. Cuevas seconded and the motion passed.
- In 2019, the board approved a pilot project for 2020 to see how a fine-free policy would impact library usage. Obviously, the data from 2020 turned out to be abnormal due to extenuating circumstances, so the pilot project was extended. Chesnutt provided a partial overview of the project with a comparison of the number and value of overdue items and items not returned from 2018, 2019, 2020, and year-to-date in 2021. A more thorough update will be provided once all 2021 figures are in.
- Chesnutt shared committee reports provided by committee chair Julie Moncada.

- The Logo Committee provided the public with 3 designs to choose from via online voting (BPL website and social media accounts), paper ballots at all branches, and paper ballots at all library events during the voting period. The B map icon logo with tag line “Find it here” won with 52% of the vote. The board approved the new logo (motion: Boggs; second: Blankenship). With the Logo Committee’s work done, Blankenship volunteered to be a member of the website committee, provided it could meet on Thursday evenings to accommodate her work schedule. Lannen is willing to substitute in for Blankenship, if the scheduling becomes an issue.
- The 75<sup>th</sup> Anniversary Committee is charged with guiding the approximately year-long celebration of BPL’s founding on December 11, 1947. The committee wishes to lead up to 2022 with an art contest for students-aged parish residents. The contest theme will be “75 Years and Beyond.” Additionally, the committee is planning to attach a 75<sup>th</sup> Anniversary sticker, incorporating the new logo, to all physical items added to the collection between October or November of 2021 and December 2022. To fund supplies for these activities, including advertising, as well as purchasing supplies for a yet-to-be-determined kick-off event in January 2022, the committee requests \$10,000 in 2021. Chesnutt proposed an amendment to the current budget to accommodate this request but reducing the Building & Asset Repair & Replacement designated fund by \$10,000 (leaving a new balance of \$2,539,773) and add a designated fund for 75<sup>th</sup> Anniversary & Promotion with a balance of \$10,000. Blankenship moved to accept this proposal; Cuevas seconded and the motion carried.
- Chesnutt shared that the Governor announced a statewide mask mandate today for all individuals, regardless of vaccination status, 5 years and above, and recommendation for masking for children 2-4 years old. BPL will return to a mask mandate for staff on Aug 3 and for patrons on Aug 4. Additionally, programs for kids aged 4 and under are canceled for the time being; program occupancy will be lowered; and every-other workstation in our public labs will be closed to allow for social distancing.
- Chesnutt shared an overview of how BPL has used federal funds from the 2020 CARES Act and will use funds from the 2021 ARPA Act and Emergency Connectivity Fund. CARES funds were utilized to purchase 14 chromebooks to circulate to patrons and to partially fund a new digital resource service, Hoopla. ARPA funds are slated to be used to purchase solar benches to place around the parish with partner agencies, networked equipment, additional Chromebooks for patrons, filtering services for the Chromebooks, and equipment to better sanitize public use areas, including workstations, for safer access. ECF funds are being sought to provide hotspots for the solar benches.
- Chesnutt provided reports of year-to-date finances, monthly usage statistics, personnel, community involvement, this year’s summer reading program which concluded on July 31, and plans to close for staff training on Oct 21 at noon and all day Oct 22. Staff will attend the virtual conference for the Association of Rural & Small Libraries. Chesnutt will send the conference program URL to board members and register any trustee who wants to attend.
- Blankenship moved to enter Executive Session to discuss the director’s evaluation; Boggs seconded and the motion carried. Blankenship moved to return to open session; Cuevas seconded and the motion carried. Boggs moved to approve altering the rate increase scale on the director’s evaluation to match that on other staff evaluations. Blankenship seconded and the motion carried. Blankenship moved to approve the director’s evaluation, rated at 110.2 out of a possible 115, and the association rate increase as discussed in executive session. Poe seconded and the motion carried.
- At 6:07 Lannen adjourned the meeting (motion: Cuevas; second: Blankenship)

RESOLUTION NO. 2021-0802A

A RESOLUTION AUTHORIZING ORDERING AND CALLING A SPECIAL ELECTION TO BE HELD IN BEAUREGARD PARISH, STATE OF LOUISIANA, ON APRIL 30, 2022, FOR THE PURPOSE OF SUBMITTING TO THE ELECTORS RESIDING IN BEAUREGARD PARISH UNDER THE CONSTITUTION AND LAWS OF THE STATE OF LOUISIANA, A PROPOSITION FOR THE LEVY AND COLLECTION OF AN AD VALOREM PROPERTY TAX MILLAGE FOR ACQUIRING, CONSTRUCTING, IMPROVING, MAINTAINING, OPERATING, AND SUPPORTING PUBLIC LIBRARIES IN THE PARISH, TOGETHER WITH THE NECESSARY FURNISHINGS, EQUIPMENT, AND PROGRAMS THEREFOR, AND MAKING APPLICATION TO THE STATE BOND COMMISSION IN CONNECTION THEREWITH.

WHEREAS the current ad valorem taxes funding the operation and maintenance of the Beauregard Parish Library expire on December 31, 2022; and

WHEREAS the Beauregard Parish Library has the right and obligation to provide the people of Beauregard Parish with services and resources to satisfy the informational needs and wants of same;

NOW, THEREFORE, BE IT RESOLVED by the Beauregard Parish Library Board of Control (the "Board"), convened in duly called open session on the 2<sup>nd</sup> day of August, 2021 as follows:

The Board adopts this resolution requesting the Beauregard Parish Police Jury call a special election for the purpose of submitting to the electors residing within Beauregard Parish a proposition to consider the levy and collection of an ad valorem property tax of 7.85 mills (an approximate value of \$2,229,607 in 2021) on all property subject to taxation in said district for a period of ten (10) years, beginning with the year 2023 and ending with the year 2032, for the purpose of acquiring, constructing, improving, maintaining, operating, and supporting public libraries in the Parish together with the necessary furnishings, equipment, and programs therefor, said millage to represent a forty-one hundredths (.41) increase over the 7.44 mills tax authorized to be levied throughout the year 2022 pursuant to an election held on April 30, 2011.

Further, the Board requests the Beauregard Parish Police Jury make appropriate application to the State Bond Commission in connection therewith and providing for other matters in connection therewith.

This resolution having been submitted to a vote, the vote thereon was as follows:

	Yea	Nay	Abstain	Absent
Angela Lannen			X	
Jo Blankenship	X			
Lynne Boggs	X			
Tranquil Crosby				X
Beth Cuevas	X			

Candice Hodges				X
Molly Poe	X			
Mike Harper				X

Thus attested to in good faith and respectfully submitted,

Erin N Chesnutt,  
Library Director and Secretary to the Board