

BOSSIER PARISH  
LIBRARY BOARD OF CONTROL  
BENTON, LOUISIANA  
MINUTES  
August 16, 2023

The Library Board of Control met in regular and legal session on the 16th day of August, 2023, in the Police Jury Meeting Room, Bossier Parish Courthouse, Benton, Louisiana. Board President, Mr. Doug Rimmer, called the meeting to order at 11:14 AM. The invocation was given by Mr. Charles Gray and Mr. Benton led the audience in the Pledge of Allegiance.

Roll call:

Mr. Doug Rimmer  
Mr. Charles Gray  
Mr. Glenn Benton  
Ms. Julianna Parks, Absent  
Mr. Bob Brotherton, Absent

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Also present: Mr. Butch Ford, Mr. Patrick Jackson, Ms. Lisa Wilson, Ms. Stacey Fernandez, Ms. Julie Gill, Ms. Rachel Hauser, Mr. Pat Culverhouse, Mr. Eric Hudson, Mr. Jim Firth, Mr. Neil Erwin, Mr. Heath Lyles, Mr. Jerome Darby, Mr. Mac Plummer, Mr. Tom Salzer, Mr. Jimmy Cochran, Mr. Phillip Rodgers, Ms. Marisa Richardson, Ms. Joy Creasong, Ms. Charmetra Ardoin, Ms. Karen Hinson, Ms. Tanika Johnson, Ms. Pam Carlisle, Ms. Felesha Sweeney, Ms. Teresa Rice, Ms. Connie Dickerson, Ms. Jaketha Farmer, Ms. Annie Gilmer, Ms. Clara Anne Madison, Mr. William Purdy, Ms. Nancy Larsen.

**Guest:** Ryan Best, Townsquare Media

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Mr. Rimmer called for public comments on items on the agenda. There were none. Motion was made by Mr. Gray and seconded by Mr. Benton to adopt the minutes of the July 19, 2023, board meeting. **Votes were cast and the motion carried unanimously.**

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Mr. Ryan Best, local manager of Townsquare Media, owner of six area radio stations that specialize in collecting data, addressed the Board. He proposed a strategy that focuses on educating the public about the many resources the library offers –its amenities, services, events and the New Central complex that is near completion. The library would be charged a monthly fee, and no contract is signed.

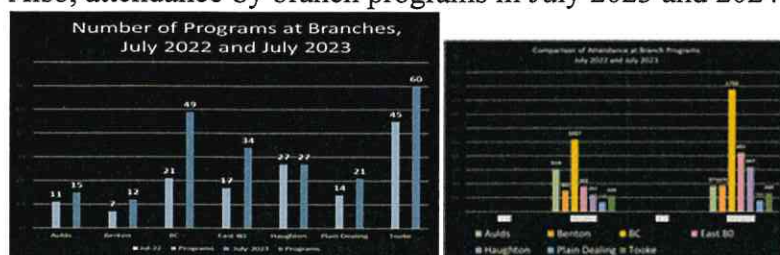
Parish Administrator thanked Mr. Best for coming and stated that after meeting with jurors he would get in touch with him.

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Clara Anne Madison presented July 2023 statistics.

<b>Circulation</b>	<b>50,635</b>
<b>Reference Questions</b>	<b>993</b>
<b>PC Res Usage</b>	<b>2,547</b>
<b>Borrowers Added</b>	<b>477</b>
<b>Patron Count</b>	<b>25, 286</b>
<b>Programs</b>	<b>217</b>
<b>Attendance @Programs</b>	<b>4, 478</b>
<b>e-Circulation</b>	<b>23,033</b>

The number of programs at branches in July 2023 was compared in a graph to July 2022. Also, attendance by branch programs in July 2023 and 2024 was displayed in a graph



A photo from the Shreveport-Bossier Advocate of an 11-year-old Haughton patron reading to a shelter cat was shown, at the monthly “Read to a Shelter Cat” event held monthly at the East 80 Branch.

Pam Carlisle, Outreach Historian, created an interesting slide show of a large variety of local history topics, such as well-known sports figures, African-American CCC camps in the parish during the Depression, and dog trot houses in north Louisiana. Pam is available to make these presentations to community groups, clubs and organizations.

Technical Services Manager Teresa Rice and Assistant Manager Connie Dickerson gave the Board a handout of new arrivals in July. The July balance is \$233,229.47 and 73% of the materials budget is spent. 1,693 items were added in July, totaling 94 items per day. Circulation of e-materials on Hoopla and Overdrive has risen in the past year. Hoopla circulation was 13% higher than July 2022 and Overdrive is 23% higher than a year ago.

Director Felesha Sweeney gave the July 2023 Financial Report. Library revenues were \$8,596,940.20, expenditures were \$3,755,386.88, and Ending Fund Balance was \$8,211,628.12. Motion to approve the Library Fund Revenues report was made by Mr. Benton and seconded by Mr. Gray. The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

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The Library Construction Fund revenue in July was \$163,051.33. Expenditures were \$2,930,017.12 and the Ending Fund balance was \$4,426,784.03. Motion to approve the Library Construction Fund report was made by Mr. Benton and second by Mr. Gray. The President

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called for public comment. There being none, **votes were cast the motion carried unanimously.**

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William Purdy presented the maintenance report. He updated the Board on the following projects:

- Parking lots were re-stripped where necessary
- The contractor at Tooke has nearly finished the painting and staining. William reported that he has done a good job.
- The windows for Benton should arrive this week or next. He will arrange to have them installed and afterward for power washing, painting and sealing the windows.
- Board members were given three proposals:
  - A 30-ton compress on the main chiller at Central has gone down due to mechanical failure. Additionally, a condenser fan motor has failed.
  - Payne Mechanical opted not to look at the unit but asked that he send them a data tag. They emailed a proposal but left out the condenser fan motor.
  - Boyer Electrical gave an estimate of \$14,000 for the fan and compressor.

Additional bids were received from Boyer and Trane for two compressors in tandem that share the same oil, that had mechanical failure. The units run but are loud and sound broken. Both companies gave bids to change both compressors with new ones that would have the same setup as a preventive measure. They also would pull the oil out of the sump. The 25-ton compressor has been running smoothly for the past week. If this expense is added, the cost will rise to over \$20,000. William will look into the feasibility of retaining the two joined compressors. Trane offered a warranty for two years on the two compressors and a two -year labor warranty. Boyer is offering a 3-year warranty and 90- day labor warranty.

Butch Ford stated that all Trane factory compressors have a 3-year warranty. Purchasing agent Jim Firth will get more information and email jurors about the best choice.

Eric Hudson, Parish Engineer, brought the Board up to date on the Central Construction project. Since going into liquidated damages, construction has proceeded expediently. Most of the glass is installed toward the centerpiece. There have been concerns with mold and wet sheetrock, but they have been remedied. Construction company officials have stated the new library will be finished by October 31<sup>st</sup>. Mr. Hudson foresees a later time. Inspectors are at the site five times a day and maintain a log of the work. Mr. Hudson agreed to Mr. Gray's request to give Board members a summary of inspectors' logs showing the progress.

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Ms. Felesha Sweeney announced that she is attending a State Library workshop for new library directors, "Director Bootcamp," in Baton Rouge next week.

Ms. Sweeney congratulated Tanika Johnson, East 80 manager, who was awarded a \$1,900 grant from LSU Ag Center for to start a food pantry, seed library, community garden and other activities at the East 80 branch.

Ms. Sweeney recommended the Registration Policy be revised to require Green Gold patrons must be at least 18 old to acquire a BPL card. Motion to require that Green Gold patrons be at

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least 18 years old to get a Bossier Parish Library card was made by Mr. Gray and seconded by Mr. Benton. The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Ms. Sweeney also proposed that the Lending Policy be amended. Currently up to 40 magazines may be checked out, and she endorsed lowering the number to 10.

Motion to change the maximum number of magazines checked out by patrons from 40 to 10 was made by Mr. Benton and seconded by Mr. Gray. The President called for public comment. There being none, **votes were cast and the motion carried unanimously.**

Ms. Sweeney showed the Board a July statistical report, showing 50 searches in July by users of Chilton's, a popular car repair database.

Butch Ford announced a change in the name of the Community Engagement department to Outreach. Joy Creasong, assistant manager at Central, has been appointed as manager of Outreach.

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There being no further business to come before the Library Board of Control in regular and legal session on this 16<sup>st</sup> day of August, 2023, the meeting was adjourned at 12:13 PM.

9/20/2023  
DATE APPROVED

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MR. DOUG RIMMER, PRESIDENT  
BOSSIER PARISH LIBRARY BOARD  
OF CONTROL