



Livingston Parish Library Board of Control
Regular Meeting, March 15, 2022

Minutes

The Livingston Parish Library Board of Control met in a regular session on March 15, 2022. The meeting took place at the Denham Springs-Walker Branch, located at 8101 LA Hwy 190, Denham Springs, LA 70726.

1. Call to Order

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

2. Roll Call

Present: Ronnie Bencaz, Kathy deGeneres, Melissa Anderson, Ivy Graham, Stephen Link, Erin Sandefur

Absent: Debbie Henson, Layton Ricks

Also Present: Giovanni Tairov, Library Director, and Jennifer Seneca, Assistant Library Director

3. Approve Minutes of January 25, 2022 meeting

Motion by Ivy Graham, seconded by Stephen Link, to waive the reading of the minutes and approve as presented, passed unanimously.

Yeas:	Anderson, Bencaz, deGeneres, Graham, Link, Sandefur
Nays:	0
Absent:	Henson
Abstain:	0

4. Public Comments

None.

5. Unfinished Business

a. Election of Board Officers

Giovanni Tairov introduced the unfinished business item at hand to the Board. Motion by Kathy deGeneres, seconded by Ivy Graham to elect Ronnie Bencaz as Board President passed unanimously.

Yeas:	Bencaz, deGeneres, Graham, Henson, Sandefur
Nays:	0
Absent:	Link, Miller
Abstain:	0

Motion made by Erin Sandefur, seconded by Stephen Link, to keep Kathy DeGeneres as Board Vice-President passed unanimously.

Yeas:	Bencaz, deGeneres, Graham, Henson, Sandefur
Nays:	0
Absent:	Link, Miller
Abstain:	0

b. Policy Approval: Extraordinary COVID Leave

Giovanni Tairov introduced an amended, proposed policy to the Board which was followed by an extensive discussion.

6. New Business

a. Policy Approval

Giovanni Tairov introduced several amended policies to the Board, which included changes to the Idea Lab policy, Cultural Passes policy, Career Center policy, Meeting Room Reservations policy, and Extraordinary Leave policy. Also, a new Telecommuting policy was introduced. An extensive discussion of the changes ensued. Motion by Kathy DeGeneres, seconded by Stephen Link to adopt policies as presented passed unanimously.

Yeas:	Bencaz, deGeneres, Graham, Henson, Sandefur
Nays:	0
Absent:	Link, Miller
Abstain:	0

7. Construction Change Order

Giovanni Tairov presented the Change Order (C.O.) request to the Board. The C.O. was in reference to the soil testing that had been performed by Terracon. Motion by Ivy Graham, seconded by Erin Sandefur passed unanimously.

Yeas:	Bencaz, deGeneres, Graham, Henson, Sandefur
Nays:	0
Absent:	Link, Miller
Abstain:	0

8. Large Item Purchases Approval

a. Speedbumps

The purchase of the speedbumps for the branches was postponed and the discussion was tabled pending additional information about the durability and quality of speedbumps.

b. Laser cutter

Giovanni Tairov requested the Board to authorize the purchase of the laser cutter and engraver for the library system. The laser cutter will be used as part of the Idea Lab services and used for other programming needs. Motion by Ivy Graham, seconded by Stephen Link to accept the quote as presented passed unanimously.

Yeas:	Bencaz, deGeneres, Graham, Henson, Sandefur
Nays:	0
Absent:	Link, Miller
Abstain:	0

9. Contract Review Requirements

Giovanni Tairov spoke to the Board about various types of contracts. The policy requires the director to have the contracts reviewed by an attorney, but it is not always cost-efficient. The decision not to bring the contract for review may be driven by the negligible cost of the contract or the fact that the proposed purchase fits within the approved annual budget. Giovanni Tairov requested the Board to revise when the contracts should be reviewed by legal counsel, as well as when the purchases do not need to be approved by the Board. Motion by Ivy Graham, seconded by Melissa Anderson to remove the policy requiring all contracts to be reviewed by the parish attorney and return the authority to the executive director on an as-needed basis as long as contracts fall within budget requirements and existing policies. Motion passed unanimously.

Yeas:	Bencaz, deGeneres, Graham, Henson, Sandefur
Nays:	0

Absent: Link, Miller

Abstain: 0

10. Director's Report

Giovanni Tairov informed the Board of the improved library usage statistics for 2021, the ongoing Community Survey project, use of data analytics to improve library services, the upcoming additions to the Cultural Pass program, the initiatives and long-term planning regarding digital literacy programs, and the possibility of bringing book vending machines and book lockers to the communities where building a branch may not be feasible. Jennifer Seneca updated the Board about the need to continue to explore RFID-based solutions for the purpose of expanding library services in underserved areas of the parish if the library pursues alternative solutions like the book lockers.

11. Executive Session

The executive session did not take place due to the preceding approval of the Extraordinary Leave policy.

12. Adjournment

The meeting adjourned at 7:16 p.m.