

**Calcasieu Parish Public Library  
BOARD OF CONTROL  
BUILDINGS AND PROPERTIES COMMITTEE  
MINUTES**

**301 W. Claude Street**

**July 18, 2022**

**9:00 a.m.**

The Buildings and Properties Committee of the Calcasieu Parish Public Library BOARD OF CONTROL met on Monday, July 18, 2022, at 9:00 AM at the Central Library. Mr. Anthony Zaunbrecher, Chair, presided.

**Present**

Mr. Anthony Zaunbrecher  
Mr. Paul Arnold  
Ms. Alice Danclar  
Mrs. Michelle McInnis  
Mrs. Willie Mount, President, *ex-officio*  
Mrs. Laura Richardson, *ex-officio*

**Absent**

Also: Ms. Marjorie Harrison, Library Director; Mr. David Brossett, Architect for Library Renovations and Hurricane Repairs; Mrs. Shone Guillory-Jones, Epps Memorial Library Branch Manager; Ms. Laila Jones, Associate Architect; Mr. Mike Smith, Calcasieu Parish Police Juror – District 2; Mr. Dwight Toland, Facilities Manager; and Ms. Karen Daigle, recorder.

1. Call to Order – Mr. Zaunbrecher, Chair
2. Review Epps Memorial Library Design
  - a. Review the revised traditional design for the Epps Memorial Library.
    - i. Ms. Harrison clarified the architect has created a new design concept for the Epps Memorial Library, based on the criteria from the Committee at the previous meeting. She then invited Mr. Brossett to present the new concept.
    - ii. Mr. Brossett explained, when the building is demolished, the new building will be built with the same concrete footprint. In previous concepts, the entry was moved to the south wing. This design goes back to the original design with the entryway moved back to the center. This allowed us to move things around and move the focal point to help get the higher ceilings.
    - iii. The entry being moved changed the location of the staff areas, but we still have the separate staff entrance. This design is very similar to what we originally designed. There will be sixteen (16) foot ceilings in the main library and fourteen (14) in the meeting room. The lower ten (10) foot ceiling in the large study room gives access to the air conditioner for maintenance without the need for a ladder in the middle of the library.

**A MOTION WAS MADE BY MRS. MCINNIS, SECONDED BY MS. DANCLAR, TO ACCEPT THE LATEST REDESIGN CONCEPT FOR REBUILDING THE EPPS MEMORIAL LIBRARY AND TO PRESENT THE RECOMMENDATION TO THE BOARD.**

**THE MOTION CARRIED UNANIMOUSLY**

3. Anything else to come before the committee

- a. Mr. Toland gave an updated overview of repairs and renovations throughout the library buildings, explaining there is a lot going on. (see attached *Library Repairs and Renovations* and *Repair and Renovation Cost*)
  - i. Carnegie is going out for rebid.
  - ii. The exterior at Central is mostly done, they are going to start working on interior painting.
  - iii. DeQuincy is currently closed due to the interior work. We have entered into a cooperative endeavor agreement with the DeQuincy Railroad Museum and will be operating out of the museum for programs and minimal library services. The completion date is dependent on the carpet delivery, and the Capital One building is on target for completion.
  - iv. We are scheduled to advertise for demolition of the Epps Annex at the beginning of August.
  - v. There have been no preconstruction meetings for Fontenot at this time.
    - 1. Mr. Brossett added he has not seen signed contracts.
  - vi. Hayes has new siding, and a new roof. They will be shut down July 25<sup>th</sup> through August 7<sup>th</sup> to replace the windows and doors, as well as to finish the interior. The fence outside should be completed by the end of August.
  - vii. The dumpsters were delivered to the Capital One building in Iowa, and the demolition inside can begin. We are having some issues getting a new air conditioning unit delivered, but it should be completed by the middle of March.
  - viii. Maplewood is almost finished and is projected to complete early.
  - ix. We are making good progress at Moss Bluff. Sheetrock repairs are complete, and painting is in progress. The carpet should be received by the end of the month. We are still dealing with a couple of leaks, which are being investigated. The branch is on target for the completion date.
  - x. Starks is closed but has a new roof and siding. The exterior is being painted, and they are beginning work on the interior. The ceiling tile and carpet are both to be replaced, as well as painting interior walls. Project should complete early.
  - xi. Sulphur will close for two weeks for carpet and painting. The meeting room work will be done later, and we are hoping we don't need to close for that. Most of the exterior is done, however we found additional problems with the concrete falling off in places due to age.
  - xii. The Warehouse is in line for demolition behind the Epps Annex.
  - xiii. Westlake is mostly complete. We will have the final construction meeting soon; the interior, tile, and roof are done.
  - xiv. Work has slowed at the Vinton library, while we wait for the air conditioning unit to be delivered. Once it is on and we have environmental control we can finish the internal work. We did have to push back the date because of the delay, to the end of August, but we are on target for that. We have begun receiving furniture for Vinton, some of which is at the temporary warehouse. The bulk will come to the Vinton library itself at the end of August. We should be ready to open in October.
  - xv. We have an issue with the handicap access ramp in DeQuincy at the new building. Our property comes up to the sidewalk, but the sidewalk itself is on City property. When the ramp was built it met code, but it no longer does. There was discussion about who is responsible for bringing the ramp up to code. Ms. Harrison will consult with legal counsel.

4. Adjournment

**A MOTION WAS MADE BY MS. DANCLAR, SECONDED BY MRS. MCINNIS, TO  
ADJOURN THE MEETING.**

**THE MOTION CARRIED UNANIMOUSLY**

The meeting adjourned at 9:34 a.m.

APPROVED



Marjorie Harrison, Secretary