

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE DECEMBER 19, 2011 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT:

Mary Coy (Nelson County)
Peter McIntosh (Charlottesville)
Mike Plunkett (Charlottesville)
President Timothy F. Jost Tolson (Albemarle)

Gary Grant (Albemarle County)
Carla Mullen (Charlottesville)
Faye Rosenthal (Louisa)

TRUSTEES ABSENT: Brian LaFontaine (Albemarle)

Vice President Deborah Willenborg (Greene County)

OTHERS PRESENT:

Chris Callahan-Representing WINA
Krista Farrell-Central Mgr. & Asst. Library Director
John Halliday-Library Director
Virginia Reese-Staff Recorder/Greene County Manager
Anthony Townsend-JMRL's Representative to the
Regional Agreement Committee

Meredith Dickens-Gordon Avenue Branch Manager
DonnaLee Grossman-Administration
William Lyons, Jr.-Business Manager
Ted Strong-Representing The Daily Progress

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, December 19, 2011 at 1:00 p.m. in the Century Meeting Room at Gordon Avenue Library, President Tolson being in the chair. On motion for approval made by Ms. Coy and seconded by Mr. Plunkett, the November 28, 2011 Library Board Minutes were unanimously approved. Mr. McIntosh was absent when the motion was taken.

PUBLIC COMMENTS AND ANNOUNCEMENTS – JMRL's Advocacy Committee is scheduled to meet on Tuesday, January 17th at 10:00 a.m. at Panera Bread located in the Hollymead Town Center. The Library Director shared with the Board the holiday card Crozet Library staff sent out: Hoping your holidays are FULL... and showing a picture (photo credit: Roanoke Public Library) of an extremely overcrowded library with a caption underneath (did we really need the Fire Marshal to tell us we're overcrowded?). Under *What's New* on JMRL's website is a section encouraging patrons to help grow the JMRL collection by going through amazon.com and buying a book on the JMRL Amazon wish list. NBC29 will also be promoting this wish list. Branch Manager Meredith Dickens gave Board members a brief tour of the Gordon Avenue Library.

POLICY REVIEW/UPDATES – 3 JMRL policies were distributed and discussed at the November Library Board meeting: **Parking Reimbursement for Central Library Staff** (Section: 2.7); **Staff Memorials** (Section: 2.8); **Portraits in the Libraries** (Section: 2.81). Ms. Rosenthal made the motion for the Board to accept the changes to these policies that were submitted at November's Board meeting and the motion for approval was seconded by Mr. McIntosh. The motion was unanimously approved.

FY 2012/13 PROPOSED LIBRARY BUDGET – Copies of JMRL's FY2012/13 Proposed Budget were distributed to the Board. The Library Director will be confirming dates and times with each Trustee so that the budget can be delivered to each jurisdiction before January 13th. A copy of JMRL's FY 2012/2013 Proposed Budget request is online. The Library Director briefly enumerated some of the changes integrated into next year's budget requests. JMRL continues looking for ways to reduce operating expenses, making economies whenever and wherever possible. The previous year JMRL had approximately a 6.9% reduction in operating expenses with only minor increases in personnel expenditures. Due to the steadily increasing population and patron usage at Greene County Library, JMRL's FY 2012/2013 Proposed Budget includes an increase in staffing hours to provide adequate coverage for their expanded open hours (going to 48 hours a week). JMRL's FY 2012/2013 Proposed Budget includes requests for additional substitute hours for the Albemarle/Charlottesville Historical Collection, the Central Library's Children's Department and for Northside Library;

in addition to Greene County Library's request, additional staffing hours have been requested for the Crozet, Northside, Scottsville, Nelson County, Gordon Avenue Libraries and the Bookmobile; next fiscal year's budget includes mandated changes in the retirement plans and medical insurance rates; a 2-1/2% wage increase for library staff has been proposed. The Board discussed the letter they plan to submit to the jurisdictions when JMRL's FY 2012/2013 Proposed Budget is delivered. In order to get word out, the Board plans to provide the public with a special bookmark to help patrons/taxpayers understand and be more aware of JMRL's statistics and budget requests. President Tolson and the Library Director will work on the special bookmark for distribution. To aid the public in communicating directly with their Library representatives, plans are underway for JMRL to set up email addresses for the Board. The Library Director distributed an outline of JMRL's Per Capita Local Funding FY 2012 which compared jurisdiction populations, their share of the library budget and their per capita local support.

UPDATE ON REGIONAL AGREEMENT REVIEW PROCESS – Mr. Townsend, JMRL's representative to the Regional Agreement Committee, gave a brief update on the Regional Agreement review process. Albemarle and Charlottesville are still ironing out some of the details. Albemarle County's Legal Department will be vetting the agreement and after everything is reviewed and resolved, the final revision will be sent out to all the jurisdictions for their approval. A meeting is planned for January 2012. In the near future, JMRL may begin charging out-of-area users for using JMRL. The charge to out-of-area users would be in the area of \$30.00. Projections from other library systems indicate that when JMRL begins charging the out-of-area fee, out-of-area users will drop to around 30%. One of the handouts included the Proposed Budget Impact of a 30/30 Proposal showing current FY 2012 distribution of costs for Regional Reference along with the local costs for each jurisdiction. Included on the same form was the Impact of the 30/30 Proposal showing Regional, Local and Out-of-Area anticipated credits and indicating an adjusted new total share for each jurisdiction and projecting the jurisdictional savings. Also being discussed is making the reference cost a Central operating cost. This would mean a reduction to the jurisdictions in regional costs. Monticello Avenue and the Bookmobile will be added to the Regional Agreement. Hopefully the jurisdictions will sign off on the new Regional Agreement before the next budget year begins so that in FY 2012/2013 JMRL can begin collecting the out-of-area fees. Any projected savings would not be realized or result in a credit to the localities until FY2013/2014.

LIBRARY BOARD PRESIDENT'S REPORT – Last week the Daily Progress ran an article submitted by President of the Friends Fran Feigert thanking Albemarle County Board of Supervisors for showing their support by voting to go out to bid on the Crozet/Western Albemarle Library.

LIBRARY DIRECTOR'S REPORT – Tour for New Trustees-Prior Trustee Melissa Dickens gave Brian LaFontaine and Carla Mullen a grand tour of the branches. Crozet Fire Marshal Inspection-Albemarle County's Fire Marshal completed a follow-up inspection of Crozet Library and Crozet Library passed the inspection. Albemarle County Board of Supervisors-The Board of Supervisors voted unanimously to solicit bids in January or February for the new Crozet Library. A February meeting is planned with an interior designer to begin selecting furniture for the new library. Additional Handouts:- JMRL Computer Use First Third of FY2011/FY 2012, James Patterson's article "We Can Get Our Kids Reading" first published on CNN.com, JMRL's Top Books of 2011 (number following author's name represents the number of checkouts), copy of Tim Carrier's email regarding the Teen Poetry Contest Winners, copies of JMRL's Annual Audit Report, Virginia Library Association's Legislative Agenda 2012, Celebrate 205 Charlottesville 1762-2012 calendar, November 2011 newsletter "Multi-Cultural Brief" by Zhuoma (Tibet).

FUTURE AGENDA ITEMS – Future agenda items include: presentation of NAACP/JMRL Scholarship and Internship Program, report from Advocacy Committee, report from Policy Committee, update on Crozet/Western Albemarle Library, budget update.

ADJOURNMENT – The meeting adjourned at 2:57 p.m. The Monday, January 23, 2012 Board meeting is scheduled for 1:00 p.m. in the Central Library's Jefferson Room.

Timothy F. Jost Tolson, President

(TT:JH:dlg)