

Jefferson-Madison Regional Library

201 East Market Street | Charlottesville, Virginia 22902 | (434) 979-7151 | FAX (434) 971-7035

****APPROVED****

MINUTES OF THE FEBRUARY 28, 2011 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT:

Mary Coy (Nelson County)	Gary Grant (Albemarle County)
Peter McIntosh (Charlottesville)	Hope V. Payne (Charlottesville)
Mike Plunkett (Charlottesville)	Faye Rosenthal (Louisa County)
<u>President</u> Anthony Townsend (Albemarle County)	<u>Vice President</u> Deborah Willenborg (Greene County)

TRUSTEES ABSENT:

Timothy F. Jost Tolson (Albemarle County)

OTHERS PRESENT:

Noelle Funk-Reference Librarian	DonnaLee Grossman-Administration
John Halliday-Library Director	Jimmy LaRoue-Representing <i>The Central Virginian</i>
William Lyons-Business Manager	Zanne Macdonald-Reference Librarian
B. Gail Ott-Branch Manager, Louisa Library	Virginia Reese-Staff Recorder

The regular meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, February 28, 2011 at 1:00 p.m. in Louisa County Library's meeting room, President Townsend being in the chair. On motion for approval made by Mr. McIntosh and seconded by Vice President Willenborg, the January 24, 2011 Board Minutes were unanimously approved. Trustees Mr. Grant and Ms. Payne were not present at the time the vote was taken.

PUBLIC COMMENTS & ANNOUNCEMENTS - Last weekend's Big Read kickoff on the downtown mall had a very good turnout, the news coverage was great and President Townsend was superb. Krista Farrell, Willow Gale and David Plunkett are to be commended on the excellent job they did in making the kickoff a success. Directly following approval of the January Board Minutes, at 1:05 p.m. the Library Board was given a tour of Louisa County Library by Branch Manager B. Gail Ott. The regular meeting was reconvened at approximately 1:16 p.m.

POLICY COMMITTEE'S REPORT - The Library Board received the Policy Committee's January 24, 2011 Minutes. The *Conduct in the JMRL Policy* (Section 4.232) was discussed and the Committee recommended a second sentence be added to #7: *In addition, animals may not be left unattended or tethered to library property for more than 10 minutes and then only in designated areas that do not obstruct public walkways/entrances.* Before a change is made to this policy, JMRL should check with Animal Control/SPCA to see if they will cooperate with JMRL's policy for animal control and bring their findings back to the Board next month. The Committee plans to review the *Website Policy* (Section 4.8) and a newly proposed *Social Media Policy* (Section 4.81) at their next meeting in March. As recommended, there were no changes to the *Staff Training and Development Policy* (Section 2.2) or to the *Group Visits Policy* (Section 4.231). The Committee recommended adding to the last sentence in the *JMRL Vehicle Use Policy* (Section 2.61): All operators of Library vehicles shall have a valid Virginia driver's license *and complete an "Authorization to Obtain Motor Vehicle Request" for insurance purposes.* The Committee suggested adding three words to the first paragraph in the *Disposal of Library Equipment Policy* (Section 3.1). The first paragraph should read: *Equipment purchased with State or Federal funds or other grants must be disposed of using the process specified by the applicable funding agency.* By the end of the year, the Policy Committee should reach the goal of reviewing all of JMRL's policies every ten years. The next Policy Committee meeting is scheduled for after the Library Board's meeting on Monday, March 28, 2011.

FY 2011/2012 JMRL BUDGET UPDATE - February 25th Albemarle County released their budget for the coming year. They have recommended a 1% increase for JMRL, approximately \$94,916 less than JMRL requested. The budget request included additional staff hours and a 1% raise. JMRL truly appreciates this increase but needs still go unmet, particularly in Crozet.

The Library Director described the state aid's requirement clause of a "maintenance of effort" to encourage jurisdictions to maintain local library funding in order for them to be eligible for state aid. There is a waiver process to the "maintenance of effort" clause and many jurisdictions might be asking for waivers using the economic downturn as a reason for disproportionate cuts to their libraries. JMRL would like to send a letter to Mr. Kozlowski, Chairman of the Library of Virginia Board, in support of the Library of Virginia Board holding strong in maintaining past state aid requirements, to look at each waiver and make a decision on a case-by-case basis (encourage them to sparingly grant waivers), and deny waivers to jurisdictions that have failed to make a "good faith effort" to maintain local funding and have made disproportionate cuts to their library budgets. On motion for approval made by Mr. McIntosh, seconded by Mr. Plunkett, the Library Board unanimously approved sending a letter to Mr. Kozlowski, Chairman of the Library of Virginia Board.

Nelson County's budget proposal should be out March 8th. The Library Director and Vice President Willenborg plan to do a presentation to Greene County on March 9th and by late March JMRL should know something definite from Greene County. JMRL should officially know by March 7th what Charlottesville is budgeting. Louisa County has a new County Administrator starting March 1st. JMRL should know some time in April what Louisa is proposing for next year. It is more than likely that Bookmobile service to Louisa may not be continuing after July 1, 2011. The State Budget for FY 2012 is a status quo budget with no decreases in State Aid and no decreases in State Library funding. As an instrument showing the educational role of libraries, to support not cutting State Aid to libraries and in support of full funding, JMRL along with Central Rappahannock created a brochure with the intent of distributing it to delegates in the Senate, to the House Committee and to lobbyists supporting libraries. By mid to late April 2011, JMRL should have a good idea how the FY 2011/2012 budget is shaping up. Shortly thereafter, JMRL's Budget Committee should meet to finalize the budget and to review the Equipment Fund Budget for next year.

JMRL SPEAKERS BUREAU REPORT - Board members and staff are getting positive results in visiting and doing presentations at local community organizations. Ms. Coy and Nelson County Branch Manager Tanith Knight spoke to the Massies Mill Ruritans and received a \$250 check from them. Ms. Coy and Ms. Knight are also planning an engagement with the Rockfish Ruritans and the Nelson Rotary Club in March. Last week Mr. Tolson and the Library Director did a presentation to the Whitehall Ruritans. The meeting was very positive and they were very interested in the Crozet Library project. JMRL staff will be doing a presentation at the Senior Center in March. Mr. Grant sent out more invitations to other groups/organizations encouraging their participation.

JMRL SOCIAL MEDIA NETWORKING OUTREACH - Reference Librarians Noelle Funk and Zanne Macdonald gave the Library Board a demonstration showing the social media networking sources that are available for JMRL and patrons to use to communicate with each other.

LIBRARY DIRECTOR'S REPORT - Fines & Fees-Looking at records and comparing July-December 2009 with July-December 2010 (when new rates and the fines and fees schedule went into effect), the first 6 months in FY 2010 show JMRL received approximately \$118,000, which is roughly a 55% increase over the \$76,000 received for the first 6 months in FY 2009. Meet with Albemarle County Staff-On March 1st JMRL will meet with Albemarle County staff to discuss the process for reviewing and updating the Regional Agreement. The Big Read-The Big Read was a "big" hit. JMRL's Library Board President Anthony Townsend, City Councilor Holly Edwards, and Albemarle County Supervisor Ann Mallek read proclamations at the February 26th Big Read Kickoff. The *Greene County Record*, *Central Virginian*, and the *Nelson County Times* included articles on the Big Read. Fundraisers-Sister City Winneba, Ghana-There are two fundraisers for Charlottesville's Sister City Winneba, Ghana: "Bartender Night" (with Board President Tony Townsend behind the bar) at Siips Wine Bar on March 3rd from 5:30-7 p.m. and a "Wine for Winneba" fundraiser on March 12th at the Main Street Arena from 8 -10 p.m. Proceeds are to support the development of Winneba's first public library. Virginia Festival of the Book-The annual Virginia Festival of the Book is scheduled for March 16-20, 2011. The beginning event is held at the Central Library on March 16th.

FUTURE AGENDA ITEMS - Future agenda items include: approval of February 9th and February 28, 2011 Board Minutes, FY 2012 budget update, Policies, and report from Regional Library Study Group.

ADJOURNMENT - Motion for adjournment was made by Ms. Payne and seconded by Mr. McIntosh. The motion was unanimously approved and the Board adjourned at 2:32 p.m. **The March Board Meeting will be held at 1:00 p.m. on Monday, March 28, 2011 at the Greene County Library (222 Main Street, Stanardsville, Virginia).**

Anthony Townsend, President

(AT:JH:dlg)