

# Jefferson-Madison Regional Library

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

## A P P R O V E D

### MINUTES OF THE AUGUST 22, 2016 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

#### TRUSTEES PRESENT

President Brian LaFontaine (Albemarle)  
Gary Grant (Albemarle)  
Jane B. Kulow (Albemarle)  
Stephen Walls Mathis (Greene)

Vice President Peter McIntosh (Charlottesville)  
Carla Mullen (Charlottesville)  
Tamyra Turner (Charlottesville)

#### TRUSTEES ABSENT

Marcia McDuffie (Nelson)

Wendy Wheaton Craig (Louisa)

#### OTHERS PRESENT

John Halliday, Library Director  
Krista Farrell, Assistant Library Director  
Ginny Reese, Staff Recorder/Greene Manager

Abigail Harris, Public Relations Specialist  
Erica Younglove, Reference Librarian

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, August 22, 2016, at 3:00 p.m. in the Century room of the Gordon Ave. Library (1500 Gordon Ave., Charlottesville, VA), President LaFontaine being in the chair. Vice President McIntosh moved that the July 25, 2016 be approved as presented. All were in favor with Trustee Mullen abstaining.

#### ANNOUNCEMENTS AND PUBLIC COMMENTS

Vice President McIntosh shared an email he received from Peggy Van Yahres that was sent to the City's Historic Preservation committee with a suggestion that Lee Park be incorporated into outdoor Library space when the Library is renovated providing historical context and interpretation in the park as part of the project. There was also a recent letter to the editor in the Daily Progress with a suggestion that the park be renamed "Library Park".

Trustee Grant watched a webinar he found through the Virginia Library Association (VLA) entitled "What in a Mission Statement". It dealt with increasing the public's understanding of the Library's mission statement. He prepared a report which he sent to Director John Halliday.

President LaFontaine shared that with temporary location of the Scottsville library on Valley St. during renovations, new faces are learning about the existence of the library in Scottsville.

Trustee Mathis shared that Director Halliday will be receiving the George Mason award at the VLA conference on Wed. Oct. 26<sup>th</sup> at The Homestead. Citizen William Schrader initiated the nomination of Director Halliday in light of the two new JMRL buildings opened despite the period of recession.

Trustee Turner was recognized for her service to the Library Board and presented with an engraved silver bowl. Four books were also added to the JMRL collection with personalized bookplates in honor of Trustee Turner's service.

#### POLICY COMMITTEE'S REPORT

The Library Board's Policy Committee met at 2 p.m. prior to the Library Board meeting. Trustee Mathis shared that the only policy (beyond the Fines & Fees and Holiday Closing schedule which are reviewed annually) that needs to be updated is Policy 1.21 Bylaws for the JMLR Board of Trustees. Director Halliday will consult with the State Library to see if there are VA Libraries that have bylaws that are updated with more clarity in language for comparison. Trustee Grant would like to see JMRL consider a rewrite of the Mission statement to make it more concise. There was also a discussion of the Holiday Closing schedule, in particular the Columbus Day and Jefferson's Birthday holidays. Director Halliday will be surveying peer libraries for comparison regarding holiday closings.

#### DISCUSSION OF THE LIBRARY BOARD SELF-EVALUATION

President LaFontaine led a discussion of the results of the Library Board's self-evaluation high-lighting some of the areas that had lower scores. All agreed that they would like to see more continuing education with a particular focus on advocacy.

## **REPORT ON JMRL'S BLOG AND SOCIAL MEDIA**

Library public relations specialist Abby Harris gave a presentation on JMRL's online presence across various social media platforms (Facebook, Twitter, Goodreads, Instagram) and the JMRL blog. JMRL is able to reach different patrons and promote events and activities in an interactive way using these various platforms. Ms. Harris showed statistics on how the public's use of these services has grown and JMRL's reach increases.

## **LIBRARY DIRECTOR'S REPORT**

- The Administrative Services agreement with the City expired at the end of July and has already been signed by the City. This is the fiscal agreement that includes payroll, IT and purchasing services through the City. Trustee Kulow moved the agreement be signed, Vice-President McIntosh seconded and all were in agreement. President LaFontaine signed two copies of the agreement.
- Renovation of the Scottsville Library is progressing ahead of schedule at this point. Limited library services are being provided in a temporary location on Valley St., 9-5, Monday –Saturday.
- The Louisa Library Foundation donated funds (\$209,000) for resurfacing and parking lot expansion at the Louisa County Library.
- JMRL participated in various outreach events recently including Westhaven Day, the Back to School Bash and Fridays After Five.
- Director Halliday thanked Trustee Turner for her service and will be checking with the City about a replacement Library Board member.

## **FUTURE AGENDA ITEMS**

Future agenda items include a review of the Five Year Plan and mission statement and setting of budget objectives for the next fiscal year. The next meeting will be Sept. 26th at the Crozet Library.

## **ADJOURNMENT**

Trustee Turner made a motion to adjourn the meeting. There were no objections. The meeting adjourned at 4:15 p.m.

Brian LaFontaine, President

(BL:KF)