The regular monthly meeting of the Jefferson-Madison Regional Library’s (JMRL) Board of Trustees was held on Monday, May 20, 2013 at 1:00 p.m. in the Central Library’s McIntire Room (201 E. Market St., Charlottesville, VA), President Willenborg being in the chair. On motion for approval made by Vice President Rosenthal and seconded by Trustee Ms. Coy, the April 22, 2013 Library Board Minutes were approved as submitted. Trustee Mr. LaFontaine and Trustee Mr. McIntosh abstained as they were not present at April’s Board meeting.

ANNOUNCEMENTS AND PUBLIC COMMENTS – Trustee Ms. Turner and Library Director Mr. Halliday finished their interviewing of the high school candidates for the NAACP/JMRL Scholarship. Ms. Brandie Quarles, a recent graduate from WAHS, was announced as the recipient of the scholarship and will be working as a summer intern at JMRL in June and July. Trustee Ms. Turner and Library Director Mr. Halliday attended a NAACP meeting where Ms. Quarles was scheduled to speak. Trustee Mr. Grant and the Library Director met with Diantha McKeel and Elizabeth Palmer. Both are candidates for positions on the Albemarle County Board of Supervisors. The candidates were given a brief discussion on JMRL and the basic services offered. Nelson County Library employee Phoebe Tucker along with Trustee Ms. Coy visited the Nelson County Rotary Club to discuss JMRL services. The 13th Annual Community Juneteenth Celebration will be held on Friday, June 14th and Saturday, June 15th. The events are free and open to the public. The event will be in and around the V. Earl Dickinson Building at PVCC. This is one of the oldest known celebrations of the ending of slavery in the United States. Trustee Ms. Coy is currently part of the cast in a Live Arts production which runs May 17th to June 8th.

ADOPTION OF UPDATED POLICIES – The following revised policies were adopted by the Library Board: Volunteers Policy (Section 2.9)-background checks added for volunteers over 18 and volunteers shall be identified with JMRL volunteer badges. The Volunteer Coordinator processes the volunteer applications and background checks. Library Equipment Fund (Section 3.2)-This policy was updated to include that the Equipment Fund can also be used for books and other library materials. Library/Community Partnerships (Section 4.53)-Is more of a statement that JMRL will form partnerships and respond to times of community emergencies. Vice President Ms. Rosenthal made the motion for adoption of all three policies as presented and Trustee Ms. Coy and Trustee Mr. LaFontaine seconded the motion. Adoption of all three policies was unanimously approved.

5-YEAR PLAN REVIEW – Library Director Mr. Halliday showed the Board a comparison of Total Operating Expenditures per Capita showing JMRL and nine other libraries comparing population of their legal service areas and their staffing per 1,000 in population. JMRL is steadily progressing towards the goal of a double AA rating, but needs to add at least seven additional full-time staff (approximately a 10% increase in staffing). Comparing JMRL to other regions, JMRL’s per capital funding was $31.25, the average is $37.09. Due to the new Crozet Library and relocation of Northside, JMRL will be moving up in staffing resulting in an increase in operating expenditures per capita.

BUDGET COMMITTEE’S REPORT/DISCUSSION OF LIBRARY’S FY2014 BUDGET – The Budget Committee met on Monday, May 13th. Business Manager Mr. Lyons reviewed the Equipment Fund Budget for FY2014. After reviewing jurisdictional input regarding JMRL’s FY2014 budget requests and the Library Director’s suggestions, the Budget Committee recommended: up to a 2% pay raise; additional hours for the Gordon Avenue Shelver position; 2 additional full-time staff to
open and help cover the new Crozet Library; additional Branch Specialist hours at Nelson; additional substitute hours for Central Reference to cover the Albemarle/Charlottesville Historical Collection Librarian’s vacation and sick time; additional hours for the part-time Bookmobile Specialist. Trustee Mr. McIntosh made a motion for acceptance of the FY 2014 budget as presented including the Library Director’s suggestions. The motion was seconded by Trustee Mr. LaFontaine. The motion was unanimously approved. The Library Board will be adopting JMRL’s FY2014 Budget at their June meeting.

SISTER CITY (WINNEBA) REPORT (DAVID PLUNKETT) – Mr. Plunkett (JMRL’s new Collections and Technology Manager) discussed his trip as one of the City of Charlottesville’s representatives to their sister city, Winneba, Ghana. A representative from JMRL was included as the sister city plans to build a new public library. Winneba is located on the coastline of Western Africa and has a population of approximately 40,000. Currently their coastline is undeveloped but with the discovery of oil, the coastline will undoubtedly be changing. The new public library will be located three miles outside of town and architects are currently discussing plans for the new building. No funds are currently available for the building and it may take several years before the new library is built.

NOMINATING COMMITTEE FOR FY2014 BOARD OFFICERS – A Nominating Committee was created to recommend next year’s FY2014’s slate of Board officers. Trustee Ms. Mary Coy and Trustee Ms. Carla Mullen have agreed to serve as the Nominating Committee.

LIBRARY DIRECTOR’S REPORT – Grant for The Big Read-JMRL has received a $5,000 grant from the National Endowment for the Arts for the 2014 Big Read. The book selected for next year’s FY2014 Big Read is True Grit by Charles Portis. BookLetters-Over 30,000 patrons received JMRL’s e-newsletter. Crozet-The new Crozet Library is still on schedule for construction completion in July. The circulation desk, shelving, and furniture have all been ordered. Computers and other equipment still need to be ordered. The Crozet Library’s opening is still scheduled for after Labor Day with the Grand Opening scheduled for September 28th. Northside-Albemarle County’s Board of Supervisors voted earlier in May to buy the Phillip’s lumber property located on West Rio Road for a new Northside Library and Bookmobile headquarters. The Library Director showed the Board an aerial view of the new location. The building has approximately 30,000 square feet for the first floor and 30,000 square feet for the basement for a total of approximately 60,000 square feet. There is a mezzanine which may be used for offices. Downstairs will house the Bookmobile and the Friends might be interested in using some of the available space to process or store books. The RFP for architectural services should go out this week. Interviews are scheduled for June and signing a contract is scheduled for July 8, 2013. The building should be finished in October 2014. The new site is close to 4 schools.

RESOLUTION IN APPRECIATION TO ALBEMARLE COUNTY BOARD OF SUPERVISORS – Board President Deborah Willenborg read a special Resolution in Appreciation to the Albemarle County Board of Supervisors indicating JMRL’s appreciation to Albemarle for their support: for recognizing the need for improved library facilities to meet the heavy demand for public library services in Albemarle; for approving funding of a new Crozet/Western Albemarle Library; for acquiring the Phillips Building on West Rio Road to better meet library needs for that area; and for saving money for Albemarle County taxpayers over time. Trustee Mr. LaFontaine made a motion to accept this Resolution appreciating Albemarle County and Trustee Mr. McIntosh seconded the motion. The motion was unanimously approved.

DIRECTOR’S EVALUATION – On behalf of the Library Board, President Willenborg wanted to convey to Library Director Mr. Halliday that he is an excellent Library Director and that JMRL and the community are very fortunate and much the better for his leadership and efforts at JMRL. The Board thanks Mr. Halliday for his “absolutely superlative” service to JMRL. Mr. McIntosh made a motion on behalf of the Library Board that in view of the Library Director’s outstanding performance during the past year, and in keeping with the Library Director’s wishes, the Library Director shall be eligible for the same pay raise as other library staff performing at the highest level within the library’s pay plan. Trustee Mr. Grant seconded the motion and the motion was unanimously approved.

FUTURE AGENDA ITEMS – Board members discussed having the next Board meeting at Gordon Avenue. Agenda items include: JMRL’s FY2014 budget and final Board adoption, reports from the Policy Committee and the Nominating Committee and election of Board Officers.

PROPOSED ADJOURNMENT – Trustee Ms. Coy made a motion for adjournment and Trustee Ms. Turner seconded the motion. The motion was unanimously approved and the Board meeting adjourned at 2:32 p.m. The Monday, June 24, 2013 Board meeting is scheduled for 1:00 p.m. in Central Library’s 3rd floor McIntire Room (201 East Market Street, Charlottesville, VA).

Deborah Willenborg, President