TRUSTEES PRESENT
President Brian LaFontaine (Albemarle)  Mary Coy (Nelson)
Gary Grant (Albemarle)  Jane B. Kulow (Albemarle)
Peter McIntosh (Charlottesville)  Tamyra Turner (Charlottesville)
Stephen Walls Mathis (Greene)

TRUSTEES ABSENT
Vice President Faye Rosenthal (Louisa)  Carla Mullen (Charlottesville)

OTHERS PRESENT
John Halliday, Library Director  Krista Farrell, Assistant Library Director
William Lyons, Business Manager  Ginny Reese, Staff Recorder/Greene Mgr.
Abigail Harris, Public Communications Specialist  Shawn Hirabayashi, Administration

The regular monthly meeting of the Jefferson-Madison Regional Library’s (JMRL) Board of Trustees was held on Monday, May 19, 2014, at 1:00 p.m. in the Central Library’s McIntire Room (201 E. Market St., Charlottesville, VA), President LaFontaine being in the chair. Trustee Coy made a motion for approval of the April 28, 2014 Minutes and Trustee McIntosh seconded. The April 28, 2014 Minutes were approved as presented.

ANNOUNCEMENTS AND PUBLIC COMMENTS
President LaFontaine reported that the social event to reinvigorate support for the Friends of Scottsville Library on Thursday, May 8th at 7:00 p.m. went well.

POLICY COMMITTEE’S REPORT
Trustee Kulow reported on the committee’s April 28, 2014 meeting. The committee reviewed Policy 4.224, Confidentiality of Patron Circulation Records. Two items were changed in response to changes in the Code of Virginia: 1) the Code of Virginia number cited for the Virginia Freedom of Information Act has changed to 2.2-3705.7(3), and 2) the language used in the Code of Virginia was edited for grammar. Further, the committee opted to retain “patron” in the policy name to be consistent with state code. Trustee Kulow moved that the changes be accepted and Trustee McIntosh seconded. The motion was approved with no opposition. Trustee Kulow then reported on a library user’s concerns regarding JMRL’s fees for replacement of damaged items. Director Halliday contacted 21 other libraries regarding their policies and found that JMRL’s fees are fairly mainstream. The committee also discussed a request to use a JMRL meeting room for a wedding reception and determined such use was not consistent with JMRL policy.

NOMINATING COMMITTEE’S REPORT
Trustee Kulow reported that the committee had nominated current President Brian LaFontaine to be next year’s President and Trustee Mary Coy to be Vice President. The vote will occur next month.

BUDGET COMMITTEE’S REPORT
Trustee McIntosh reported that JMRL will have a healthy year-end carryover: close to $323,000. Despite the anticipated carryover, no action was taken regarding the equipment budget because of a recent, unexpected, and as yet undetermined increase (2-10%) in retirement costs. Because of this Trustee McIntosh made two motions:

1) The Library Board of Trustees authorizes President LaFontaine and Director Halliday to schedule a meeting with the City Manager and a Member of City Council to convey the Board’s disappointment with the City’s information sharing failure regarding budgetary data about retirement changes.

2) The Library Board of Trustees authorizes the following expenditures from the carryover of the Fiscal Year 2013-14 Operating Budget: A) cover increased retirement costs as determined by City staff; B) retain $100,000 as a safe fund balance; and C) fund the equipment expenditures as provided by Business Manager William Lyons. The priority is to be determined by Director Halliday and Mr. Lyons.
The first motion was seconded by Trustee Coy and approved with no opposition. The second motion was seconded by Trustee Kulow and approved with no opposition.

**DISCUSSION OF FY2015 LIBRARY BUDGET**

Given the discussion of the Budget Committee’s report, Director Halliday had little to add. The retirement increase notwithstanding, the budget is in good shape. The medical increase will be 3% instead of the anticipated 8%. Albemarle County approved their budget and the 4 extra hours for the Crozet Library will be funded. Greene, Louisa, and Nelson counties have not yet acted. A modest increase is still expected in state aid.

**LIBRARY DIRECTOR’S REPORT**

- The Crozet Library received a Silver Leed Certification for its energy efficiency and environmental responsibility.
- The Northside Library is on schedule for its January 2015 opening.
- Tasha Birckhead was promoted to Children’s Specialist at Gordon Avenue Library (effective May 25) and won a library school scholarship from Virginia Library Association. Ms. Birckhead is also the recipient of a JMRL scholarship.
- JMRL hosted a forum with librarians from all over the state to discuss what libraries might do to help in a state of emergency. Many interesting ideas were generated.
- JMRL had a full page ad in the program for the black tie gala of the organization 100 Black Men of Central Virginia.
- To date the public response to the change in policy regarding food and cellphone use has been limited – only four emails, so far. In the continuing effort to publicize the change, Ms. Harris presented the Board with four sample posters, two of which will be posted throughout the branches. She asked the Board to choose their two favorites and for any suggestions regarding wording. The Board’s preference was for the two posters that had images of snacks and phones. The Board recommended that one of the three pictures of young people on one poster be swapped out for an older person. The Board also recommended changes to two of the sentences so that they read, “Cellphone use is now permitted as long as it is not disruptive,” and “Please continue to be considerate of others.” Finally, the Board suggested the title of one poster, “What do the new changes to the JMRL conduct policy mean for me?” be changed to “It’s Time for a Change.”
- Ms. Harris also showed the Board a brochure that she made about JMRL’s relevancy in the 21st century. The brochure will be made available to the public at all branches beginning next week.
- Assistant Director Farrell spoke briefly about JMRL’s outreach at Charlottesville’s “Fridays at 5.”

**FUTURE AGENDA ITEMS**

A report on the budget and equipment fund, including the results of the motions voted on today; adoption of JMRL’s FY2015 budget; a formal vote on the Board’s new officers recommended by the Nominating Committee. The Policy Committee will meet following the June Library Board meeting.

**PROPOSED ADJOURNMENT**

It was moved by Trustee Kulow to adjourn. Trustee Walls Mathis seconded. The meeting adjourned at 1:50 p.m.

Brian LaFontaine, President

(BL:JH:sbhdg)