The regular monthly meeting of the Jefferson-Madison Regional Library’s (JMRL) Board of Trustees was held on Monday, April 27, 2015, at 1:07 p.m. in the meeting room of the Northside Library (705 West Rio Road, Charlottesville, VA), President LaFontaine being in the chair. Trustee McIntosh made a motion for the approval of the March 23, 2015 Minutes and Trustee Mathis seconded. The March 23, 2015 Minutes were approved as presented without opposition.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Mike Powers announced that during his time as a JMRL patron he and his family have checked out over 3,600 books and he wanted to thank the Board for their time and effort.

Trustee McIntosh reminded those present that the Friends of the Library (FOTL) is having their 50th anniversary celebration this coming Saturday, May 2nd, from 2pm-5pm, in Lee Park in downtown Charlottesville. There will be various events and foods. Some events will occur in the Central Library. Director Halliday handed out a flyer describing the schedule of events.

2015 BIG READ REPORT

Sarah Hamfeldt gave a detailed report describing the success of 2015’s Big Read, which was centered on “The Namesake” by Jhumpa Lahiri. JMRL received one of only 75 grants awarded by the National Endowment for the Arts (NEA) to create over 90 programs that attracted close to 9,000 adults and children. This represented a 66% increase over 2014. Ms. Hamfeldt made special mention of the help of Vasantha Reddi.

LEASE AGREEMENT FOR NORTHSIDE

Director Halliday presented the proposed lease agreement for Northside Library, which had already been vetted by JMRL’s attorney and Albemarle County personnel. Trustee McIntosh made a motion to have President LaFontaine execute the lease agreement. Vice President Coy seconded. After discussion the motion was approved with no opposition.

PERSONNEL COMMITTEE’S REPORT

Per the personnel committee’s recommendation Trustee McIntosh made a motion that the Board approve the draft of the “2015-2016 Schedule of Library Closings” (JMRL Form: Section 5.4). Trustee Mathis seconded. After discussion the motion was approved with no opposition.

CHANGE OF LIBRARY BOARD’S MEETING TIME FROM 1:00PM TO 3:00PM

Per the personnel committee’s recommendation Trustee McIntosh made a motion that regarding the monthly meeting of the Library Board the Board approve the following to take effect in FY2016: 1) that the date for the meeting remain the 4th Monday of the month; 2) that the time of be changed from 1:00pm to 3:00pm; 3) that the location be at the Northside branch eight times a year, with the remaining four times to rotate amongst the remaining branches – to be agreed upon at the June Board meeting prior to the fiscal year; and 4) that an announcement be posted on poster board at the appropriate branch the week prior to the meeting. Trustee Mullen seconded. After discussion point 4 of the motion was amended –
that an announcement be posted on poster board at the appropriate branch a month prior to meeting. The motion was approved with no opposition.

**DISCUSSION OF RELEASE OF PERSONNEL INFORMATION POLICY**
Director Halliday passed around the new “Employment References Policy” (JMRL Policy: Section 2.44) and “Authorization for Release of Personnel Records & Information Consent Form” (JMRL Form: Section 2.44). The policy and form, vetted by JMRL’s attorney, allows employees and volunteers who sign the form to get more in-depth recommendations from the Library Director or Library representative designated by the Director. Trustee Rosenthal suggested a change in order in the second paragraph so that it reads, “the Jefferson-Madison Regional Library, its Director, and the Jefferson-Madison Regional Library Board.” The policy will be voted on next Board meeting.

**BUDGET COMMITTEE’S REPORT**
Vice President Coy asked Trustee McIntosh to give the committee’s report. The projection for the operating budget for this fiscal year is a surplus of $239,000 (due, in part, to changes in personnel and medical coverage). Per the committee’s recommendation Trustee McIntosh made a motion that the Board approve a reallocation of those funds to be used before the end of this fiscal year for equipment and books/materials as follows: 1) $76,000 for equipment not yet purchased; 2) $133,000 for equipment already purchased; and 3) $30,000 for new books/materials. Vice President Coy seconded the motion. After discussion the motion was approved with one opposition (Trustee Rosenthal). Per the committee’s recommendation Trustee McIntosh made a second motion that the Board approve the equipment fund budget for FY2016. Trustee Mathis seconded. The equipment fund budget was passed out by Business Manager Lyons. After discussion the motion was approved with one opposition (Trustee Rosenthal).

**DISCUSSION OF FY2016 LIBRARY BUDGET**
Director Halliday stated that the City of Charlottesville has fully funded and Albemarle County has almost fully funded the Library’s budget. Included in Albemarle County’s funding is the 4 additional hours for Scottsville. The other jurisdictions have not yet passed their budgets, however, Director Halliday anticipates small increases over the previous year’s budget for Nelson and Greene Counties and Louisa County to remain level.

**APPOINTMENT OF NOMINATING COMMITTEE**
President LaFontaine asked for volunteers to form a nominating committee. Trustee Grant reminded the Board that for sake of ease the committee should be limited to two people. Trustee Mullen and Vice President Coy volunteered.

**LIBRARY DIRECTOR’S REPORT**
- The new Northside Library’s open house on April 18th was a success. Director Halliday passed around the brochure created for the event. Some preliminary data: self checkouts are up 35% over last year, and 1,700 patrons have used the drive-up window.
- Bill Schrader met with Vice President Coy, Director Halliday and the Nelson Library Advisory Committee to discuss fundraising for the $2.5 million expansion of the Nelson Memorial Branch. It was agreed to funnel money through the endowment rather than FOTL.
- Director Halliday passed out a table listing donations (money and books) to JMRL from FY2012 through 3/2015.
- FOTL is having their 50th anniversary celebration this Saturday.
- Vice President Coy will be resigning June 30, 2015.
- There was an email complaint from Mike Powers regarding NOW’s display at the Central Library. Board members are encouraged to view the display before its scheduled end this Thursday. The Policy Committee will discuss this issue in their next meeting.

**FUTURE AGENDA ITEMS**
There will be reports from the Nominating, Policy, and Budget Committees. The Library Director’s review will be done. Because of Memorial Day, the next meeting will be a week early, on May 18th.

**SECONDARY ANNOUNCEMENTS**
Trustee McIntosh stated that there is $217,000 in the bank from the Crozet fundraising. 1/3 of these funds will be spent on books each year for the next three years. There is an interesting article in the Washington Post on the future of libraries.

**PROPOSED ADJOURNMENT**
Trustee Mathis made a motion to adjourn. Trustee Turner seconded. The motion passed without opposition. The meeting adjourned at 2:00 p.m.

Brian LaFontaine, President

(BL:JH:shb)