

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE DECEMBER 21, 2015 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

Vice President Stephen Walls Mathis (Greene)
Gary Grant (Albemarle)
Marcia McDuffie (Nelson)
Tamyra Turner (Charlottesville)

Wendy Wheaton Craig (Louisa)
Jane B. Kulow (Albemarle)
Carla Mullen (Charlottesville)

TRUSTEES ABSENT

President Brian LaFontaine (Albemarle)

Peter McIntosh (Charlottesville)

OTHERS PRESENT

John Halliday, Library Director
Krista Farrell, Assistant Library Director
William Lyons, Library Business Manager
Jason Woodson, Courier

Shawn Hirabayashi, HR Specialist
Ginny Reese, Staff Recorder/Greene Manager
Brittany Eversberg, Circulation Manager
Mike Powers, Albemarle Co. Resident

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, December 21, 2015, at 3:04 p.m. in the meeting room of the Northside Library (705 W. Rio Road, Charlottesville, VA), Vice President Mathis being in the chair. Trustee Kulow made a motion for the approval of the November 23, 2015 Minutes. The November 23, 2015 Minutes were approved as presented without opposition. Trustee Turner abstained.

ANNOUNCEMENTS AND PUBLIC COMMENTS

There were no announcements or public comments.

POLICY COMMITTEE'S REPORT

Director Halliday reported. The Policy Committee recommends that the Board adopt the Volunteer (Section 2.9) and Monticello Avenue (Section 4.61) policies. The Display policy (Section 4.51) has been vetted and approved by the JMRL lawyer and the lawyers from the Rutherford Institute and the Thomas Jefferson Center. The Committee decided to make two small changes. The updated draft policy will be emailed to the Trustees. The updated policy will be voted on next meeting. Regarding the Public Comments policy (Section 1.261) the Committee decided to remove the limitation on the number of speakers (any limitation will be at the President's discretion) and to increase the allotted time for speaking at Public Hearings (Section 1.262) from 3 minutes to 5 minutes. These policies will be voted on at the next meeting as well.

ADOPTION OF POLICY UPDATES: VOLUNTEERS (SECTION 2.9) AND MONTICELLO AVENUE (SECTION 4.61)

Trustee McDuffie made a motion to adopt the Volunteers policy (Section 2.9) as submitted. There was no discussion. The policy was approved without opposition. Trustee Mullen made a motion to adopt the Monticello Avenue policy (Section 4.61) as submitted. There was no discussion. The policy was approved without opposition.

CIRCULATION DEPARTMENT REPORT

Director Halliday introduced Brittany Eversberg and Jason Woodson who gave a PowerPoint presentation describing the day of a courier at JMRL, or "how things get around the system." During the course of a day the couriers drive ~190 miles making deliveries (materials, mail, furniture, etc.) to the 8 branches and the Bookmobile. They do this 6 days per week – sometimes working Sundays if needed.

ADOPTION OF FY2017 PROPOSED LIBRARY BUDGET

Manager Lyons distributed an updated budget grid sheet that reflected a slight decrease in the retirement estimate. Trustee Grant wanted to know how Albemarle's request (9.58%) compared to last year's. The initial request was not found, but the approved amount was (6.18%). Director Halliday reminded the Board that the budget requests would be hand delivered to the jurisdictions between Christmas and January 15 and arranged with some Trustees times to schedule their

meetings. Trustee Turner made a motion that the FY2017 proposed Library budget be approved. There was no further discussion. The budget was approved by all except Trustee Grant, who opposed.

LIBRARY DIRECTOR'S REPORT

- Director Halliday presented two copies of a map that showed the location of all Library card holders in Charlottesville and the average income of each census division. The expectation was that this would reveal any underserved neighborhoods in Charlottesville, of which there were none. The hope is to create similar maps for each jurisdiction. Trustee McDuffie asked if there could be a map showing usage. Director Halliday replied that that was not possible.
- The Governor has presented a budget with level funding for state aid. Director Halliday encouraged the Trustees to work with the Virginia Library Association to contact legislators about increasing state aid. Trustee Grant asked for a report of any advocacy done over the past year. Trustee Kulow said she would give that report at either the January or February Board meeting.
- Director Halliday met with Albemarle county administrators, new supervisor Richard Randolph, and residents of southern Albemarle regarding creating a new "Southside" branch. They appreciate that it is a lengthy process and Director Halliday will continue to meet with them and give the Board updates.
- Starting January 1st there will be a rearrangement of hours at Scottsville and additional hours at Nelson Memorial.
- The American Disabilities Act (ADA) study of JMRL is finished and will be presented next month.
- Also next month Heather Pehnec will report on the Volunteer program.
- President LaFontaine was going to give a report on the Board retreat. Trustee Mullen would like the agenda to include advocacy. Director Halliday will ask President LaFontaine to share his proposed agenda and possible dates via email.

FUTURE AGENDA ITEMS

There will be votes on the Display (Section 4.51) Public Comments (Sections 1.261), and Public Hearings (Section 1.262) policies. There will be presentations regarding the ADA study and the JMRL Volunteer program.

ADJOURNMENT

Trustee McDuffie made a motion to adjourn the meeting. The motion passed without opposition. The meeting adjourned at 3:45 p.m.

Stephen Walls Mathis, Vice President

(SWM:JH:sbh)