

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE AUGUST 28, 2017 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Peter McIntosh (Charlottesville)
Mike Powers (Albemarle)
Brian LaFontaine (Albemarle)
Jane B. Kulow (Albemarle)

Vice President Marcia McDuffie (Nelson)
Carla Mullen (Charlottesville)
Wendy Wheaton Craig (Louisa)
Stephen Walls Mathis (Greene)

TRUSTEES ABSENT

Kathy Johnson Harris (Charlottesville)

OTHERS PRESENT

John Halliday, Library Director
Krista Farrell, Assistant Library Director
Zach Weisser, Specialist
Susan Huffman, Nelson Manager

David Plunkett, Collections & Technology Manager
Bill Lyons, Business Manager
Ginny Reese, Staff Recorder/Greene Manager

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, August 28, 2017 at 3:00 p.m. in the meeting room of the Nelson Memorial Library (8521 Thomas Nelson Highway, Lovingson, VA 22949), President McIntosh being in the chair. Vice President McDuffie moved for the approval of the July 24, 2017 minutes. The July 24, 2017 minutes were approved as presented without opposition, Trustees Powers and Mathis abstaining, and Trustees Kulow and Craig being absent for the vote.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Nelson Memorial Library Manager Huffman welcomed the Board and thanked the Trustees for supporting an increase of weekly hours to 48. She mentioned Nelson's three major upcoming goals: (i) quality programming for all age levels, especially second to fifth grade, (ii) continuing the partnership with the Nelson County school system to promote grade-level reading skills, (iii) doubling the size of the library facility. She also thanked Director Halliday for his Directorship.

President McIntosh welcomed Trustee Powers, recently appointed by the Albemarle County Board of Supervisors to fill the spot vacated by Trustee Grant. Trustee Harris (absent) sent word that she hoped to attend the September meeting. Director Halliday announced that the Charlottesville City Council had appointed Trustee Mullen to serve another four year term, to end August 2021. The next Board meeting would be held at Louisa County Library on September 25th. Trustee Mathis mentioned his collaboration with Reference Manager Hamfeldt and Branch Manager Reese to commemorate the 500th anniversary of the Protestant Reformation, including events at Central Library on September 17th.

FY 2018 BOARD COMMITTEE ASSIGNMENTS

Trustee Powers was appointed to the Technology Committee and the Policy Committee. The Policy Committee scheduled to meet at 2:00 pm at Louisa County Library on September 25th. Trustee Powers suggested that the Technology Committee meet in October, and intended to email Chair Craig to that effect. The Personnel Committee will meet on September 13th, and the Five-Year Plan Committee will meet on September 15th, both at Central Library.

LIBRARY BOARD SELF-EVALUATION

Director Halliday distributed for reference a hard copy of the Board self-evaluation. The results would be collected anonymously through an online portal. The Board would discuss the results at the September Board meeting.

LOUISA COUNTY REQUEST FOR USE OF FUND BALANCE

Louisa County had submitted a specific request that JMRL's fund balance be used to address \$4,686 deficit for FY2018. Director Halliday said to the Board that, in contrast to the nature of this request, the fund balance had primarily been used in the past to address regional, rather than branch-specific, funding shortfalls. Trustee Powers asked if the request was unique to this fiscal year; Trustee Kulow replied that past years had seen similar requests from Louisa County. President

McIntosh suggested apprising Louisa County of their position with respect to other jurisdictions (specifically, maintaining the lowest funding per capita despite a larger population than any of the smaller branch jurisdictions). Trustee LaFontaine moved that the Board not approve the use of the fund balance to cover operational deficits incurred by an individual library or branch. The motion passed as presented without opposition.

STATISTICAL REPORT

Manager Plunkett delivered a statistical report on certain trends at JMRL over the last ten years. Overall, circulation over that period had increased substantially. Numbers by branch indicated that new buildings or major renovations (such as at Crozet Library) were correlated with a large circulation increase, and that downloadables were already outpacing smaller branches. In terms of non-circulation statistics, reference inquiries had increased, as had programs and program attendance. He indicated that research was being done to consider metrics to supplement the traditional measure of circulation.

LIBRARY DIRECTOR'S REPORT

Director Halliday praised the Board for its decision to close Central Library on August 12th during the “Unite the Right” rally. He had received an outpouring of support from public libraries, Library Journal, and the American Library Journal. Reference Manager Hamfeldt’s idea to provide on Monday a “Welcome & Re-opening” table with refreshments for neighbors and patrons was well received. Certain program ideas emerged as well, such as a pop-up poetry reading on the front steps, and making available to the public at no cost volunteer psychological counselors. At least 200 people stopped and spoke with the counselors or helped themselves to informational packets. JMRL also hosted a successful Eclipse Day on August 21st. Director Halliday will be relocating the statuette of General Robert E. Lee, formerly housed on the third floor of Central Library, to the McIntire Building in keeping with the City’s decision to shroud the statue itself. Gordon Avenue Library’s children’s room and restroom improvements will be delayed until the first quarter of 2018. The new Library Director’s position had been posted successful on the NeoGov job board website and other websites; Director Halliday indicated that he would request a Closed Session for the September meeting in order to review applicants. Trustee Powers suggested apprising the public of the preliminary results of the applicant pool, with which Trustee Mathis concurred. Director Halliday said that the Southside Citizens Group favored a joint-use library with PVCC, and they planned to speak with the Albemarle County Board of Supervisors regarding such. The Bookmobile would be back in operation the following week after receiving its official vinyl wrap.

FUTURE AGENDA ITEMS

At the September Board meeting (to take place at Louisa County Library on September 25, 2017): Director Halliday will deliver a short report on state aid; reports from the Personnel Committee, Five-Year Plan committee, and Policy Committee would be delivered; a Closed Session would be requested; a report on the Louisa County funding question would be delivered.

ADJOURNMENT

Trustee Kulow proposed adjournment, and the meeting adjourned at 4:30 p.m.

(PM:JH:zw)