

Jefferson-Madison Regional Library

201 East Market Street | Charlottesville, Virginia 22902 | (434) 979-7151 | FAX (434) 971-7035

A P P R O V E D

MINUTES OF THE OCTOBER 23 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
Ginny Reese, Staff Recorder/Greene Manager

Zach Weisser, Specialist
Bill Lyons, Business Manager
Tony Townsend, President of the JMRL Friends

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, October 23, 2017 at 3:00 p.m. in the meeting room of the Greene County Library (222 Main Street Suite 101, Stanardsville, VA 22973), President McIntosh being in the chair. Trustee LaFontaine moved for the approval of the September 25, 2017 minutes. The September 25, 2017 minutes were approved as presented without opposition.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Craig thanked Bookmobile Manager Willow Gale for bringing the new Bookmobile to Louisa County Library. Trustee Mathis reminded the Board that various biopics of Martin Luther would be shown during the upcoming weekend. Director Halliday commended Trustee Kulow for collating responses to JMRL's survey of local government candidates for the November 7, 2017 election. Having attended the 2017 Virginia Library Association (VLA) Conference, he said that the Friends of the Library as well as Charlottesville City Manager Maurice Jones were singled out for positive mention. Trustee Kulow agreed that JMRL had been well represented at the VLA Conference. President McIntosh reminded those present that the Friends of the Library Fall Book Sale would commence November 3rd.

BUDGET COMMITTEE'S REPORT and DISCUSSION OF FY2019 LIBRARY BUDGET

Vice President McDuffie presented the report of the Budget Committee and distributed notes from the Budget Committee meeting of October 17, 2017. The Committee had decided to recommend implementing a 1% increase in the salary pay scale effective January 1, 2018, with any employees receiving compensation below the new minimum in their pay grade to be given a raise to comply with the new pay scale. Trustee LaFontaine moved that the Board officially implement such recommendation. The movement was approved as presented without opposition. The Committee also intended to address salary compression. As per Trustee Mullen's recommendation, the Committee recommended using the Albemarle County decompression algorithm as a starting point. President McIntosh asked that numbers be provided at the next regular Board meeting for (i) total cost and (ii) percentage budget increases for each jurisdiction assuming the Albemarle County computation. Vice President McDuffie reported that the Committee had also approved recommending budget requests for: a 2% raise for all benefited employees in addition to the compression adjustment; increasing Louisa County Library's weekly hours to 48 and Northside Library's to 58; a full-time Digital Services Librarian; individual personnel increases at Central Library; and increases in several support positions.

REGIONAL AGREEMENT REVIEW REPORT

Director Halliday presented a report on the October 5th Regional Agreement Review meeting with jurisdictions. He said that the agreement itself was still well-supported, and that discussions had been positive. Every jurisdiction confirmed that its budget was sound. Regarding the Out of Area Fee (OA Fee), in FY2017 it was \$11,590, 59% of which had been paid by the Friends of the Library. Louisa County had expressed its interest in retaining the OA Fee.

LIBRARY DIRECTOR INTERVIEW PROCEDURES

Ms. Flora Kelly-Bertsche, from the City of Charlottesville Human Resources Department, presented some of the salient issues pertaining to interviewing potential candidates for Library Director. Legal rulings on discriminatory hiring practices dictated what could and could not be asked of the candidates and the reasons for those restrictions.

SCHEDULING SPECIAL LIBRARY BOARD MEETING

President McIntosh moved that the Board convene on November 13, 2017 at Northside Library in order to devote time to selection of the new Library Director. The movement was approved as presented without opposition.

CLOSED MEETING

Trustee LaFontaine read the motion to enter a Closed Session. The motion was approved unanimously without opposition. In Open Session: President McIntosh read the Certification of Closed Meeting Resolution. All Trustees voted "aye" with Trustees Mullen and Harris being absent. Once Open Session resumed: President McIntosh announced the Library Board will go forward with interviews for Library Director on November 6 and November 8, with the expectation of making a final decision at a special Library Board meeting on November 13. Library Director candidates will also meet with a committee of five JMRL managers as part of the interview process.

LIBRARY DIRECTOR'S REPORT

Director Halliday reported that the Southside Community Library Committee is planning a presentation for the Albemarle County Board of Supervisors in November. Louisa County has agreed to take responsibility for cleaning library carpeting and windows; Louisa Library will also close for two days for building repairs. The related cost-savings for JMRL will balance the FY2018 budget without the need to reduce library service hours. Nelson Memorial Library will close the weekend of October 27 for installation of new carpeting. Renovations of Gordon Avenue Library's children's room and restrooms will likely begin in January or February 2018. Director Halliday thanked Library Board President McIntosh for his participation at the Bookmobile "ribbon-cutting" October 21. Two reminders: Friends of the Library will be fundraising at Talbots, at Barracks Road, on Friday, October 27; JMRL's annual In-Service Day will be Thursday, December 7, at Nelson Memorial Library.

FUTURE AGENDA ITEMS

Future Agenda items include a review of the FY2019 budget financials and continuing updates on the Library Director search. The Board of Trustees will meet November 6 and 8 at Central Library for Director interviews. The Board will next meet at Northside Library on November 13, 2017 at 3:00 P.M in addition to its previously scheduled meeting on November 27, 2017 at Northside Library.

ADJOURNMENT

Trustee LaFontaine moved for adjournment. The meeting adjourned at 5:10 p.m.