

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE FEBRUARY 26, 2018 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Peter McIntosh (Charlottesville)
Michael Powers (Albemarle)
Carla Mullen (Charlottesville)

Vice President Marcia McDuffie (Nelson)
Kathy Johnson Harris (Charlottesville)
Jane B. Kulow (Albemarle)

TRUSTEES ABSENT

Wendy Wheaton Craig (Louisa)
Stephen Walls Mathis (Greene)

Brian LaFontaine (Albemarle)

OTHERS PRESENT

David Plunkett, Library Director
Krista Farrell, Assistant Library Director
Ginny Reese, Greene County Library Manager & Staff
Reporter

Zach Weisser, Specialist
Bill Lyons, Business Manager
Sarah Hamfeldt, Reference Manager
Meredith Dickens, Collection Manager

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was called to order on Monday, February 26, 2018 at 3:00 PM in the meeting room of Northside Library (705 West Rio Road, Charlottesville, VA 22901), President McIntosh being in the chair. Vice President McDuffie moved for the approval of the January 22, 2018 minutes. The January 22, 2018 minutes were approved as presented without opposition, Trustees Harris and Mullen abstaining and Trustee Kulow being absent for the vote.

ANNOUNCEMENTS AND PUBLIC COMMENTS

President McIntosh reminded everyone that the Friends of the Library Spring Book Sale would begin March 30, and end April 11. An extraordinary number of books had been donated since the Fall Book Sale. Vice President McDuffie reported on a successful Author Meet & Greet held at the Nelson Memorial Library on January 22, 2018. Manager Huffman planned on conducting the event twice a year.

DIGITAL MEDIA UPDATE

Collection Manager Dickens reported on the state of JMRL's digital media resources. Ebooks and Eaudio increase the access that patrons have to content. JMRL relies on three providers: OverDrive, Recorded Books, and Freeding, which is provided by the Virginia State Library. Counted as a branch collection, the "eLibrary" is the fifth largest branch in terms of circulation. For example, over 7,000 unique barcodes used OverDrive in the last calendar year. Usage can now be determined by jurisdiction. Regarding streaming media, JMRL does not yet provide this, but is actively considering the possibilities, which include Kanopy (a streaming platform adopted by Universities and large public libraries) and Hoopla, which is owned by one of JMRL's disc vendors Midwest Tape.

SAME PAGE

Reference and Adult Services Manager Hamfeldt reported on "Same Page," a new community reading initiative to take place starting March 1, 2018. JMRL would be encouraging patrons to read and discuss the selected books, talk to friends, and meet the authors at Virginia Festival of the Book (VFOTB). The committee selected Nathan Englander's short story collection *What we talk about when we talk about Anne Frank* for the adult book. Book Club kits would be made available. The committee also selected books for young adults and children on similar themes by authors who would be present at VFOTB. Hamfeldt thanked the Friends of the Library for paying for copies of the books, print and digital advertising, and all other aspects of the program..

BRANCH STATS HANDOUT

Director Plunkett emailed the statistical handouts to Trustees before the meeting. He asked for clarification regarding future formats. Vice President McDuffie said that a quarterly tabular report (in digital format) and an annual print report, to be ready for budget presentations to funding jurisdictions, would be sufficient.

DISCUSSION OF FY2019 LIBRARY BUDGET

Director Plunkett reported that the proposed budget for the City of Charlottesville included full funding for JMRL's requests, including added hours, the compression adjustment plan, and a Digital Services Coordinator position. Plunkett, Trustee Craig and branch manager Payne attended the February 5th meeting of the Louisa County Board of Supervisors to justify JMRL's budget goals. A follow up letter was sent in advance of the Louisa Board of Supervisors first budget workshop. Louisa County appointed Robert Babyok as a liaison to the JMRL Board. Greene and Nelson had not reported back.

NAMING OF CENTRAL LIBRARY CHILDREN'S ROOM

President McIntosh presented a signage estimate from Gropen, Inc. at 1144 E Market St. 22902. Their cost was less than half of the Fronrunner sign estimate, but the letters promised to be less sturdy. Vice President McDuffie requested physical samples of the lettering and fixtures for the next Board meeting. President McIntosh committed to providing the information.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that the JMRL "welcome" brochures required reprinting after a change of Director or Board member. He suggested replacing the Trustee contact information with the jurisdiction emails so that brochures wouldn't have to be reprinted as often. Vice President McDuffie suggested also referring patrons to the "about" page of JMRL's website. Next, he thanked Trustee Mathis, Manager Reese, and Manager Tompkins for sending letters to various representatives advocating for an increase to state aid for the library book budgets. He described briefly the event "CvilleStrong Discussion: Affordable Housing" which took place February 24 and included a panel which discussed local housing. They showed a historical film about housing on Vinegar Hill. Trustee Harris spoke about the razing of Vinegar Hill and housing in Charlottesville.

He then reported on the various library renovations projects. Nelson County staff reacted well to cost estimates for a plan to renovate Nelson Memorial Library, but the Board of Supervisors' approval was still required. Estimated construction costs amounted to \$1.1 million, which did not include books, furnishings, sitework, or architecture and engineering costs. A strong fundraising push was expected. Renovations at Louisa County Library include repainting the building, purchasing and installing new furniture, moving computers, and a brief cessation of services. Renovations at Gordon Avenue Library would begin on April 10 and continue until the end of May. Services will be offered in the North Room and will be limited to picking up holds and only at specific times.

The next Five Year Plan will have to be articulated and voted on this fiscal year. Director Plunkett reported that he commissioned a staff task force to examine customer service issues and the Board's role in addressing them. The job posting for Business Manager Lyons, who planned on retiring July 1 2018, will hopefully close in March 2018.

FUTURE AGENDA ITEMS

Future agenda items include: consideration of parking conditions at Central and Northside Library for both staff and patrons; looking over the results from the financial audit, and deciding on changes to the Schedule of Days Closed, and a report from the Policy Committee. Director Plunkett agreed to send trustees various options for the FY19 Schedule of Days Closed. The next meeting will take place on March 26, 2018 at the Northside Library at 3:00 PM.

ADJOURNMENT

Trustee Kulow moved to adjourn. The motion passed unanimously, and the meeting adjourned at 4:16 PM.