

# Jefferson-Madison Regional Library

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## A P P R O V E D

### MINUTES OF THE FEBRUARY 25, 2019 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

#### TRUSTEES PRESENT

President Marcia McDuffie (Nelson)  
Wendy Wheaton Craig (Louisa)  
Carla Mullen (Charlottesville)  
James West (Greene)

Kathy Johnson Harris (Charlottesville)  
Michael Powers (Albemarle)  
Brian LaFontaine (Albemarle)  
Lisa Woolfork (Charlottesville)

#### TRUSTEES ABSENT

Vice President Jane B. Kulow (Albemarle)

#### OTHERS PRESENT

David Plunkett, Library Director  
Jerry Carchedi, Business Manager  
Krista Farrell, Assistant Library Director

Zach Weisser, Specialist  
Ginny Reese, Greene Manager  
Katherine Perdue, Digital Services Coordinator

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#### CALL TO ORDER & DISPOSITION OF THE MINUTES OF THE PREVIOUS MEETING

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was called to order on Monday, February 25, 2019 at 3:00 PM in the meeting room of Greene County Library (222 Main Street Suite 101, Stanardsville, VA 22973), President McDuffie being in the chair. Trustee LaFontaine motioned for the approval of the January 28, 2019 minutes. The motion passed unanimously, Trustees Woolfork, Mullen, and Kulow being absent for the vote.

#### ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee West praised JMRL staff, especially those he had seen while on branch visits. Trustee LaFontaine mentioned positive news coverage of the circulating JMRL Health Library/Fit Kits.

#### NEW BUSINESS

(1) Manager Reese welcomed the Trustees to Greene County Branch, with special attention to staffing (the branch is open 48 hours a week), and substantial programming efforts for various groups. (2) Director Plunkett reported that books and brochures for Same Page (*The Tea Girl of Hummingbird Lane*, by Lisa See) had been handed out. The author will be a speaker at the Virginia Festival of the Books, and visit Northside Library to give a talk on March 20, 2019.

#### *3. PLA "Libraries Connecting You to Coverage" Grant Extension.*

The Public Library Association announced "round 2 mini-grants" for their "Libraries Connecting You to Coverage" Grant. JMRL successfully applied in round 1, and applied again in round 2. Director Plunkett reminded the Board that the new procedure for grant approval required the Board to make motions for approval in order for the City of Charlottesville to register them as approved. Trustee West motioned to approve this round 2 grant extension, should it be offered. The motion passed unanimously.

#### TRUSTEE CONTINUING EDUCATION

*Katherine Perdue, JMRL Digital Services Coordinator, Website Update*

Coordinator Perdue presented the in-process JMRL website redesign to the Board. Among her goals were to increase the quality and accessibility of the catalog and design the website with mobile and tablet users in mind, who respectively make up 40% and 10% of the website's visitors.

#### COMMITTEE APPOINTMENTS AND REPORTS

None.

## **OLD BUSINESS**

### *1. Contacting Legislators in Support of State Aid Update*

Director Plunkett thanked the Trustees for their patient efforts in contacting legislators. He said that, next fiscal year, the timeline will be changed to better accord with legislative activities. A budget amendment was passed by Virginia which supplemented State Aid to libraries by \$500,000 statewide, of which JMRL could expect to receive over \$20,000 for the materials budget.

### *2. FY20 JMRL Budget Discussion*

Director Plunkett indicated that JMRL's request to Greene County included an additional \$11,689 to support salary compression, and retirement payout increases. JMRL's budget request to Louisa County included increases of \$33,000, which amounts to a 9% increase year over year. \$8,263 of this increase is required to maintain current services; \$19,000 for a 20 hour position and return Louisa County Library to 48 operating hours per week. \$5,300 would address compensation to upgrade an employee position. The Louisa County Administrator offered \$8300, with an additional \$6,000 to be used to increase hours by four (4) per week.

### *3. JMRL Five Year Plan Discussion*

Trustees and Director Plunkett discussed staff comments on the Five-Year Plan Proposal.

### *4. Policy 1.28 (Policy Manual Changes) Discussion and Vote*

Trustee LaFontaine motioned to adopt JMRL Policy 1.28 (Policy Manual Changes). The motion passed unanimously.

### *5. Nelson Renovation Update*

Director Plunkett reported that the Torn Land Fund, established to build the current Nelson Memorial Library, turned over the remains of the fund to Grow Nelson Library, to be used towards the renovation and associated costs.

## **LIBRARY DIRECTOR'S REPORT**

Director Plunkett reported that the exhibit on 2018's Civil Rights Pilgrimage will be available permanently at the Albemarle County Office Building after brief stints at Charlottesville/Albemarle branches. Amos Paul Kennedy Jr., a printmaker, will be making prints publicly at Central Library on March 16, 2019.

## **OTHER MATTERS**

Trustee Powers noted that the American Library Association Conference will be in Washington, D.C. from June 20 through 25, 2019; the 'earlybird' date for registration is March 6, 2019.

## **FUTURE AGENDA ITEMS**

Future agenda items include: discussion of the format for the Board Self-Evaluations, a Policy Committee report; continuing education with Meredith Dickens on the regional weeding plan; and discussion of the Schedule of Library Closings. The next Board meeting will take place on March 25, 2018, at Nelson Memorial Library, at 3 pm.

## **ADJOURNMENT**

Trustee LaFontaine moved to adjourn. The motion passed unanimously and the meeting adjourned at 4:55 PM.