

# Jefferson-Madison Regional Library

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**\*\*APPROVED\*\***

## MINUTES OF THE AUGUST 24, 2009 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

### TRUSTEES PRESENT:

|                            |                                   |
|----------------------------|-----------------------------------|
| Perri Brown                | Mary Coy                          |
| Gary Grant                 | Faye Rosenthal                    |
| Anthony Townsend-President | Deborah Willenborg-Vice President |

### TRUSTEES ABSENT:

|                |               |
|----------------|---------------|
| Sara Murray    | Mike Plunkett |
| Timothy Tolson |               |

### OTHERS PRESENT:

|                                    |   |
|------------------------------------|---|
| DonnaLee Grossman-Administration   | John Halliday-Library Director              |
| Satyendra Huja-City Council Member | Jacqueline Lichtman-Web/Marketing Librarian |
| Joyce MacDonald-Staff Recorder     |   |

The regular monthly meeting of the Jefferson-Madison Regional Library's (J-MRL) Board of Trustees was held on Monday, August 24, 2009 at 1:00 p.m. in the Central Library's Jefferson Room, President Townsend being in the chair. On motion for approval made by Mr. Grant and seconded by Ms. Rosenthal, the July 27, 2009 Library Board Minutes were unanimously approved.

**PUBLIC COMMENTS/ANNOUNCEMENTS** - There were no public comments or announcements made.

**RECOGNITION OF DEPARTING BOARD MEMBER PERRI R. BROWN** - Ms. Perri Brown has faithfully served on the Jefferson-Madison Regional Library Board for eight years (from September 2001 - August 31, 2009). In gratitude, appreciation and for her dedicated service to J-MRL and as the representative for the City of Charlottesville, City Council Member Satyendra Huja presented Ms. Brown with a framed Proclamation signed by Mayor Dave Norris on behalf of the City of Charlottesville thanking Ms. Brown for faithfully representing the citizens of Charlottesville on the Jefferson-Madison Regional Library Board of Trustees for eight years. As a token of the Library Board's appreciation for Ms. Brown's service, the Library Board presented Ms. Brown with an engraved silver bowl. The Library Director showed the Board eight books purchased in Ms. Brown's name. A special bookplate has been inserted in each book in appreciation of Ms. Brown's service as a Library Trustee from 2001-2009. The eight books included: *We Were There* - Voices of African American Veterans, from World II to the War in Iraq by Yvonne Latty with photographs by Ron Tarver; *The Library*, An Illustrated History by Stuart A. P. Murray; *A Young Dancer*, The Life of an AILEY Student by Valerie Gladstone with photographs by Jose' Ivey; *In Our Mothers' House* by Patricia Polacco; *Mufaro's Beautiful Daughters*, An African Tale by John Steptoe; *Rhymes Round the World* by Kay Choroa; *Aida*, told by Leontyne Price and illustrated by Leo and Diane Dillon (Based on the opera by Giuseppe Verdi); and In Collaboration with Wilson Kimeli Naiyomah, *14 Cows for America* by Carmen Agra Deedy and illustrated by Thomas Gonzalez.

**GARY GRANT'S DISCUSSION ON SPACE AND FUNDING FOR NEW NORTHSIDE LIBRARY** - Mr. Grant informed the Board that he had been in contact with some of Albemarle County's Board of Supervisors regarding the status on using the Circuit City space as the new site for Northside Library. The Supervisors Mr. Grant talked to indicated they really liked having the new Northside Library in that location (Northside's circulation is up and it is a good location) and it still is a possibility but right now Albemarle County lacks the funding for the renovation. Albemarle County staff is working with Dumbarton Properties, Inc. The space is available for lease and Mr. Grant would like to see Dumbarton Properties, Inc. give a *first right of refusal* to Albemarle County so that they would get a chance at the site before someone else signs a lease for that space. The Library Director mentioned that J-MRL is due for a follow-up visit from the Albemarle County staff and he will check to see if they can be put on the Board's agenda for some time in the fall.

**GARY GRANT'S REPORT ON TAX RATES & LIBRARY SUPPORT** - Mr. Grant distributed two handouts to the Board members to review. One handout was an "Ability-to-Pay" based on Virginia's Composite Index (C.I.) - 2008-2010. The handout included comparisons for J-MRL's localities, for J-MRL's peer library localities, "Ability-to-Pay" comparisons for

Albemarle County Board of Supervisors' "Competitive Market" and J-MRL's in-state peer library localities. Among J-MRL's peer library localities (Arlington, Loudoun, Central Rappahannock, Henrico, Richmond, Chesterfield, Chesapeake, Norfolk, and Newport News), J-MRL ranked third with an average of .5330. The "Ability-to-Pay" comparisons for Albemarle County Board of Supervisors' competitive market and J-MRL's in-state peer library localities indicates Loudoun County ranks first at .6708, then in order of ranking: Albemarle (.6232), Charlottesville (.6091), Nelson (.5708), Louisa (.5396), Spotsylvania (.3695), Chesterfield (.3447), Greene (.3224) and Chesapeake (.3025).

The second handout was a Tax Rate/Library Support Comparison, 2009 that Mr. Grant had compiled for Board members to review. In comparing J-MRL to our Virginia peer libraries, out of 10 rankings J-MRL ranks 9<sup>th</sup> at \$29.64 in per capita support. When comparing real estate tax rates (per \$100) for J-MRL's localities and our peer libraries in Virginia, J-MRL ranks 9<sup>th</sup> at \$.7104. Based on tax rate information from local government websites and figures provided in the draft J-MRL 5-Year Plan (2009-2014), the average per capita total operating expenditures for J-MRL and our nine in-state peers is \$37.86 (J-MRL is 22% below this peer group average). Mr. Grant presented a listing of low and high tax rates with below average library funding in Virginia locations and low, moderate and high tax rates with above average library funding in Virginia locations. Comparing tax rates in both Albemarle County's approved "Competitive Market" and among J-MRL's peer libraries, the average tax rate is \$.834 per \$100.

**FY 2010/2011 BUDGET PLANING SCHEDULE** - The Library Director distributed the FY 2010/2011 Budget Development Schedule to the Board. This schedule is basically the same as last year's schedule. To meet one of the objectives of the 5-Year Plan, J-MRL will be using a new form for Department and Branch Managers' budget proposals.

**LIBRARY DIRECTOR'S REPORT** - **New Library Trustee** - The Library Director announced that Hope V. Payne has been appointed as the new Library Trustee from Charlottesville. Her first term begins September 2009 and runs through August 31, 2013. **5-Year Plan** - The Library Director distributed changes to the "draft" 5-Year Plan for the Board to review in time for their approval in September. The changes discussed in July have been made to the draft. The draft was distributed to J-MRL's managers and the 5-Year Plan Committee members. There were a few suggestions and they were included on pages 7 and 9 of the draft. **J-MRL's First E-Newsletter** - J-MRL is moving along with J-MRL's first E-Newsletter. The Library Director checked with the attorney's office and they confirmed that J-MRL can use the e-mail database to distribute the newsletter with an opt-out option. J-MRL's library card registration form says J-MRL can use e-mail addresses for courtesy notices and a newsletter falls in that category. J-MRL plans to do E-Newsletters three times a year and the first E-Newsletter submission is scheduled for Friday, August 28<sup>th</sup>. **Summer Reading** - Participation in J-MRL's Summer Reading Program totaled 4,921 (4,123-children and 798-young adults). **VLA Annual Conference** - The Virginia Library Association's Annual Conference will be held in Williamsburg on October 29<sup>th</sup> and 30<sup>th</sup> at the Williamsburg Marriott. VLA is eliminating paper copies and access to their Preliminary Program for the conference is only online. VLA notified the Library Director that the Friends of J-MRL will be the recipient of this year's Friends of the Library Award. This award is given annually to an outstanding Friends group and will be presented at the VLA Conference in Williamsburg on October 30<sup>th</sup>. President Tom Whitlock will be present at VLA to receive this award on behalf of the Friends. The Library Director mentioned that an objective of the 5-Year Plan is to encourage Trustees to attend programs and conferences. If any Board member wishes to attend VLA in October, let the Library Director know by September 11<sup>th</sup> so that registrations can be submitted in time. **Retirement** - Carol Clark is retiring in September and there will be a retirement party for Carol the afternoon of September 30<sup>th</sup>. President Townsend will be attending and all Board members are invited. **Library Card Sign-Up** - The Library Director announced that September is Library Card Sign-Up Month. Board members were given a draft letter they could sign for submission to their local newspapers in support of Library Card Sign-Up Month. **Article from Planning Commissioners Journal** - The Library Director distributed an interesting article, "Libraries at the Heart of Our Communities" taken from the Summer 2009 issue of the *Planning Commissioners Journal*. **Bookmobile** - The Bookmobile stops on Fridays in Louisa are still running successfully. The Bookmobile has done the stops for three Fridays now. A grand opening is planned for October 2, 2009 in downtown Louisa at the Louisa Town Hall.

**FUTURE AGENDA ITEMS** - Future agenda items include: Review of J-MRL Trustees' Self Evaluations, Public Comments Policy (Section 1.261), adoption of the 5-Year Plan, Technology Committee meeting in October, reschedule the September Policy Committee meeting to October.

**ADJOURNMENT** - Motion for adjournment was made by Ms. Brown and seconded by Mr. Grant. The motion was unanimously approved and the Board meeting adjourned at 2:14 p.m. **The September 28<sup>th</sup> Board meeting will be held at 1:30 p.m. in the Scottsville Library's Meeting Room.** Lunch is scheduled for 12:30 p.m. - location to be decided later.

Anthony Townsend, President