

# Jefferson-Madison Regional Library

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

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

## **MINUTES OF THE AUGUST 25, 2008 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES**

### **TRUSTEES PRESENT**

Perri Brown-President  
Faye Rosenthal  
Deborah Willenborg

Melissa Dickens  
Timothy Tolson-Vice President

Gary Grant  
Anthony Townsend

### **TRUSTEES ABSENT**

Mary Coy

Sara Murray

### **OTHERS PRESENT**

Bryan Elliott-Assistant County Executive for Albemarle County  
Sheneatha Frison-Summer Intern  
John Halliday-Library Director  
Jacqueline Lichtman-Web/Marketing Librarian  
William Lyons, Jr. - Business Manager  
Zanne Macdonald-Reference Librarian  
Andrea Williams-Collections Manager

Krista Farrell-Assistant Library Director  
DonnaLee Grossman-Administration  
William Letteri-Director of Facilities  
Development for Albemarle County  
Joyce MacDonald-Staff Recorder  
David Norris-Mayor, Charlottesville

The regular monthly meeting of the Jefferson-Madison Regional Library's (J-MRL) Board of Trustees was held on Monday, August 25, 2008 at 1:00 p.m. in the Central Library's Jefferson Room, President Brown being in the chair. On motion for approval, made by Ms. Rosenthal and seconded by Vice President Tolson, the amended July 28, 2008 Minutes were unanimously approved. Ms. Willenborg abstained as she was not present at the July meeting.

**ANNOUNCEMENTS** - Ms. Dickens complimented Ms. Farrell and Mr. Lyons, Jr. on Central Library's new main floor hallway carpeting. The Library Director introduced Ms. Frison, J-MRL's summer intern, who will be at J-MRL for five weeks through mid September. Ms. Frison is a graduate student at the University of Missouri and works in Youth Services at the St. Louis Public Library.

**TOURING J-MRL'S ONLINE CATALOG (ZANNE MACDONALD)** - Ms. Macdonald gave the Library Board an OPAC demonstration, viewing an actual account, and showing the Board how to search the online catalog. Patrons can review their account, bring up information about checkouts, check what they have read, put in a request for interlibrary loans, and place holds. A new feature has recently been added so that patrons can rate the books they read. Ms. Macdonald stressed the importance of making sure users log out of the system.

**UPDATE ON ALBEMARLE COUNTY LIBRARY FACILITIES BY COUNTY STAFF** - Mr. Elliott and Mr. Letteri gave a brief update on the Crozet Library project. The Crozet building project is well underway. A group of fourteen people are serving on a Steering Committee for the Crozet project. Grimm & Parker has been selected as the architectural firm. This evening will be the third meeting of the Steering Committee and at least another 6-7 additional meetings will probably be needed in order to complete the design for the new library. The Steering Committee is looking at library programs and what the space requirements are for the library so that the architect can build a floor plan that can work. The Steering Committee should be finished around January 2009 and then a presentation will be made to the Library Board and to Albemarle County's Board of Supervisors. It takes approximately one year for the design process (January 2009-2010) and approximately 14-16 months to build (Fall of 2011 for completion). There will be a public meeting the evening of September 24, 2008 at Western Albemarle High School, to give the public an update on Crozet Library.

**CLOSED MEETING TO DISCUSS REAL ESTATE** - President Brown made a motion that the Library Board go into a Closed Meeting to discuss Northside and Northern Albemarle pursuant to the Code of Virginia, under The Virginia Freedom of Information Act (Chapter 37 of Title 2.2-3711 (A), subdivision 3, for discussion of use of real property for library purposes which could affect the value of property. Vice President Tolson and Mr. Townsend seconded President

Brown's motion and the motion was unanimously approved by the Board members present. The Library Board went into a Closed Meeting at 1:33 p.m. and reconvened into open session at approximately 1:50 p.m. President Brown read the Certification of Closed Meeting to the Board of Trustees and their votes were recorded (the Certification of Closed Meeting is attached).

**LIBRARY DIRECTOR'S REPORT** - Library Card Sign-up Month - September is Library Card Sign-Up Month. Louisa was the first jurisdiction to have it on their website. Letters to the Editor went to the local papers and special posters were done depicting local officials holding up a library card. New Program at Central Library - The Assistant Library Director announced that Central Library has a new program: 2008 Documentary Film Series showing award-winning films on the 4<sup>th</sup> Thursday of the month (November is the 3<sup>rd</sup> Thursday) beginning August 28<sup>th</sup> with "Faubourg Treme" and ending with "My Country, My Country" on November 20<sup>th</sup>. Refreshments will be provided at each event. State Aid - The Library Director briefly discussed how some of our jurisdictions handled state aid for this fiscal year and some of the results it will have on our library system. Additional cuts in state aid are expected. Albemarle County Budget Request - The Mayor of Gordonsville (Orange County) asked the Albemarle County Board of Supervisors for a donation to the Gordonsville Library Building Fund. Gordonsville needs \$300,000. If Albemarle County decides to give Gordonsville a donation, it would be setting a precedent. September's Board Meeting - President Brown and the Library Director thought that since J-MRL has several new Board members, the September meeting would basically be a Board training session. Charles Koutnik, Coordinator for Southside Virginia Non-Profit Resource Center in Hopewell, Virginia, will be at the Library Board's September meeting for a one-hour training session. Nelson County - Architects Train & Partners have been selected to do the feasibility study for the expansion of the Nelson County Library. The study is being funded by the Friends of the Library and the Torn Land Fund. In-Service Day - J-MRL's In-Service Day, scheduled for November 11, 2008, will be held at the Louisa County Library from approximately 9:00 a.m. until 3:30 p.m. President Brown plans to attend and will be welcoming the staff and distributing service awards. Trustees are welcome to attend. Bill and Melinda Gates Foundation-Grant for Computers - J-MRL could be eligible to receive funding for up to 30 computers from the Bill and Melinda Gates Foundation if the library complies with three grant requirements: Complete the ALA/FSU survey between September 2<sup>nd</sup> - November 7<sup>th</sup>, identify three people to attend the PLA Advocacy Symposium (at least one person must be a library trustee, member of Friends of the Library, or a community leader), and gather documentation for the matching funds. The PLA Advocacy Symposium will be November 10<sup>th</sup> and 11<sup>th</sup> at the Grandover Resort located in Greensboro, North Carolina. Vice President Tolson and Ms. Willenborg are planning to attend. November 9<sup>th</sup> should be designated as a travel day. All expenses will be covered by the grant. Eligible J-MRL branches include Gordon Avenue, Louisa County Library, Nelson Memorial Library, Northside Library and Scottsville Library. Meeting With Legislators - Library Trustees will be meeting with their legislators to discuss state aid. J-MRL'S Budget Schedule - A draft of the FY 2009/2010 Budget Development Schedule was distributed to the Board members. *5-Year Plan Committee meets to discuss goals and objectives* was added to the draft of the FY 2009/2010 Budget Development Schedule under Early October per a request made by Mr. Grant.

**PRESENTATION BY CHARLOTTESVILLE'S MAYOR DAVID NORRIS** - Mayor David Norris read the City of Charlottesville's Proclamation honoring Melissa R. Dickens for her faithful representation of Charlottesville on J-MRL's Board of Trustees (serving from November 1999 through August 2008), serving two terms as J-MRL's Board President, and training and working along with J-MRL's book repair volunteers. Congratulations, much appreciation and gratitude go to Ms. Dickens for her long and outstanding career in service to her community. Attached to the Board Minutes is a list of the books selected in honor of Ms. Dickens. A special bookplate has been inserted in each book in honor of Ms. Dickens and giving her years of service on the Library Board.

**FUTURE AGENDA ITEMS** - Future agenda items include: update on state aid and budget issues and a Board training session at the September meeting. Bring in your old Policy Manuals.

**ADJOURNMENT** - Motion for adjournment was made by Vice President Tolson and seconded by Mr. Townsend. The motion was unanimously approved and the Board meeting adjourned at 2:29 p.m. The September Board Meeting will be held on Monday, September 22, 2008 at 1:00 p.m. in the Jefferson Room at the Central Library.

Perri Brown, President

Attachments: 1) Certification of Closed Meeting  
2) List of books honoring Melissa Dickens

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**MOTION:** That the Library Board go into a Closed Meeting pursuant to the Code of Virginia, under The Virginia Freedom of Information Act (Chapter 37 of Title 2.2-3711 (A), subdivision 3, for discussion of use of real property for library purposes which could affect the value of property.

**(Motion made by:** President Brown, seconded by Vice President Tolson and Mr. Townsend.)

**MEETING DATE:** August 25, 2008

**RESOLUTION NO.:** #1

### CERTIFICATION OF CLOSED MEETING

**WHEREAS, the Jefferson-Madison Regional Library's Board of Trustees has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and**

**WHEREAS, Section 2.1-344 of the Code of Virginia requires a certification by this Jefferson-Madison Regional Library's Board of Trustees that such closed meeting was conducted in conformity with Virginia law;**

**NOW, THEREFORE, BE IT RESOLVED that the Jefferson-Madison Regional Library's Board of Trustees hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Jefferson-Madison Regional Library's Board of Trustees.**

#### VOTE:

**AYES:** President Brown, Ms. Dickens, Mr. Grant, Ms. Rosenthal, Vice President Tolson, Mr. Townsend, Ms. Willenborg

**NAYES:** None

(For each nay vote, the substance of the departure from the requirements of the Act should be described.)

**ABSENT DURING VOTE:** Ms. Murray

**ABSENT DURING MEETING:** Ms. Murray

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DonnaLee Grossman

(Recording Secretary for Jefferson-Madison Regional Library's Board of Trustees)

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### **BOOKS AND CD IN HONOR OF MELISSA DICKENS**

- 1) The Library at Night by Alberto Manguel
- 2) England's Thousand Best Churches by Simon Jenkins
- 3) Cold Comfort Farm by Stella Gibbons
- 4) Annotated Pride and Prejudice by Jane Austen
- 5) All That Mighty Heart: London Poems edited by Lisa Russ Spaar
- 6) Editions and Impressions: Twenty Years on the Book Beat by Nicholas A. Basbanes
- 7) Royal Panoply: Brief Lives of the English Monarchs by Carolly Erickson
- 8) Peeps!: Recipes and Crafts to Make With Your Favorite Marshmallow Treat by Charity Ferreira
- 9) (CD)Marshmallow Peeps Singalong: 14 Sweet Tweets (Unknown)