

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE JANUARY 23, 2017 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Brian LaFontaine (Albemarle)
Gary Grant (Albemarle)
Stephen Walls Mathis (Greene)
Jane B. Kulow (Albemarle)

Vice President Peter McIntosh (Charlottesville)
Wendy Wheaton Craig (Louisa)
Kathy Johnson Harris (Charlottesville)
Carla Mullen (Charlottesville)

TRUSTEES ABSENT

Marcia McDuffie (Nelson)

OTHERS PRESENT

John Halliday, Library Director
Krista Farrell, Assistant Library Director
Zach Weisser, Collections and HR Specialist
Stephanie Koren, Vice Chairperson of Louisa
County Board of Supervisors

Ginny Reese, Staff Recorder/Greene Manager
Bill Lyons, Business Manager
Stephen Surbey, Nelson County Resident

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, January 23 at 3:00 p.m. in the meeting room of the Northside Library (705 West Rio Road, Charlottesville, VA), President LaFontaine being in the chair. Vice President McIntosh made a motion for the approval of the December 19, 2016 Minutes. The December 19, 2016 Minutes were approved as presented without opposition. Trustee Craig abstained.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Mathis reported informally that Greene Branch has welcomed its newest volunteer - his son. Trustee Craig introduced Stephanie Koren, the Vice Chairperson for the Louisa County Board of Supervisors, in her capacity as liaison with the JMRL Board. Vice President McIntosh reminded those present that the Friends of the Library Spring Book Sale would take place April 1 through 10, 2017.

ADOPTION OF FREEDOM OF INFORMATION ACT (FOIA) POLICY

Director Halliday distributed a draft version of the FOIA Rights and Responsibilities Policy, proposed JMRL Policy : 1.8. Trustee Grant moved for approval. The draft version of the FOIA Rights and Responsibilities policy was approved as presented without opposition. Vice President McIntosh expressed his concern that the length and legal wording of the policy might prevent otherwise interested users of the library from fully reading and understanding the policy. Trustee Mathis suggested drafting an abstract or executive summary which could accompany the full policy, and indicated that this should be taken up at the next meeting of the Policy Committee.

DISCUSSION OF FY2018 LIBRARY BUDGET

Director Halliday said that the Library Budget had been delivered to the City of Charlottesville and Greene County since the last Board meeting. Both meetings went well. He continued that all jurisdictions had been provided with a copy of the Budget, and indicated that the recipients indicated that JMRL's requests were modest. He noted that Albemarle County and the City of Charlottesville had contacted him within the last week in order to ask to see an alternative Budget derived using a 2% pay increase, rather than the presented 2.7%. This 2% was in keeping with planned pay raises for personnel of the City, the County, and the school districts. Director Halliday had complied with the request and promptly presented the calculations to the requesting parties.

BIG READ REPORT (ABIGAIL COX, REFERENCE LIBRARIAN)

Ms. Cox presented the JMRL report for the National Endowment for the Arts (NEA)'s Big Read for 2017. The book chosen for 2017 was *Silver Sparrow* by Tayari Jones. Ms. Cox said that events would begin Saturday, February 25 2017 at 2:00 pm at the Louisa County branch, and would include over eighty programs throughout February and March. She

indicated that the Middle Read for younger readers had chosen *Gone Crazy in Alabama* by Rita Wilson Garcia. The title chosen for next year (2018), a process which incorporated feedback from staff and Trustees, was *Station Eleven* by Emily St. John Mandel. Ms. Cox also extended thanks to the continued support of the Friends of the Library.

LIBRARY BOARD CONTINUING EDUCATION (PLANNING)

Director Halliday played a video produced by the American Library Association on Board planning. This was the sixth part of a ten part series, to be played at subsequent Board meetings, in keeping with the Board's decision to pursue continuing education. Director Halliday reminded the Board that the current five-year plan would extend to the end of June 2019, and that consequently in summer of 2018 the Board should begin to develop the subsequent five year plan, to cover from July 2019 through June 2024. He clarified that the technology plan was on a three-year schedule rather than a five-year schedule so as better to accommodate the pace of technological change.

LIBRARY DIRECTOR'S REPORT

Director Halliday reported that the Virginia Conflict of Interest and Ethics Advisory Council recently articulated a formal opinion that local boards must require that local members file conflict of interest statements. JMRL's legal counsel subsequently sent Director Halliday a legal memo which clarified that, under state law, local members of local boards were in fact not required to file conflict of interest statements. Director Halliday distributed copies of this legal memo.

Director Halliday handed out a Gallup survey conducted from December 7 through 11, 2016, which indicated that people of all ages in the United States were reading as much as they used to. He reported on the annual book repair volunteer statistics, according to which 3,526 books had been repaired which, at an estimated cost savings of \$20 per book, had saved JMRL over \$70,000. He then distributed the semiannual library use statistics report, which demonstrated the notable increase in program attendance year-over-year. He also reported on continuing and future improvements at Louisa County branch, including the recent addition of twenty parking spots, and the planned refurbishments to roof, interior paint, carpeting, and lighting, with the expected financial support of the Louisa County Library Foundation.

Director Halliday mentioned the continued contributions of Mr. Taylor, a Greene County resident, to date totaling over \$10,000. In the absence of region-wide procedures to acknowledge large donations such as this, Director Halliday had drafted an official letter of recognition and asked that the Board vote to approve it, to be signed by President LaFontaine, and presented to Mr. Taylor at a meeting time and date to be determined. Vice President McIntosh moved for a vote to approve the letter. The drafted version of the letter was approved as presented without opposition and signed by President LaFontaine.

Director Halliday brought before the Board a concern from Mr. Tom Weaver of Key West, VA, who had requested a book drop in Pantops. The suggestion was considered to be too difficult to implement, given projected increases in dedicated staff or volunteer time, the necessity for secured space, the absence of a regional network of similar book drops, and the implausibility of adding pickups to the Bookmobile route. Trustee Grant inquired as to the state of parking at Northside Library. Director Halliday confirmed that he and the County of Albemarle were considering various options to increase available user and staff parking.

FUTURE AGENDA ITEMS

Future agenda items include a Policy Committee meeting and report, continued attention to the response to the JMRL budget proposal, a report from Assistant Director Farrell on the use of Library facilities in the case of community emergency, a report from Collections and Technology Manager Plunkett on the new email system, and a report by independent auditors. The next meeting will take place on February 27, 2017 at Northside Library.

ADJOURNMENT

Trustee Mathis proposed adjournment, and the meeting ended at 4:17 p.m.

(BL:JH:zw)