

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE APRIL 24, 2017 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Brian LaFontaine (Albemarle)
Gary Grant (Albemarle)
Marcia McDuffie (Nelson)
Jane B. Kulow (Albemarle)

Vice President Peter McIntosh (Charlottesville)
Carla Mullen (Charlottesville)
Wendy Wheaton Craig (Louisa)
Stephen Walls Mathis (Greene)

TRUSTEES ABSENT

Kathy Johnson Harris (Charlottesville)

OTHERS PRESENT

John Halliday, Library Director
Krista Farrell, Assistant Library Director
Zach Weisser, Collections and HR Specialist
Stephen Surbey, Nelson County Resident
Mike Powers, Albemarle County Resident

Ginny Reese, Staff Recorder/Greene Manager
Bill Lyons, Business Manager
Allison Wrabel, *The Daily Progress* reporter
Sarah Hamfeldt, Reference and Adult Services Manager

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was held on Monday, April 24, 2017 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. Trustee Grant moved for the approval of the March 27, 2017 minutes. The March 27, 2017 minutes were approved as presented without opposition, Trustees Mathis and Craig abstaining, and Trustee Kulow being absent for the vote.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Mathis said that during the May 6 How-To Festival hosted by Central Library's reference department he would be presenting on the subject of "green" [sustainable] burials. Vice President McIntosh reported that revenue from the Friends of the Library Spring Sale was \$91,700. Director Halliday said that two of this year's winners of Voya Magazine's annual poetry contest were patrons of JMRL. He also said that Monticello Avenue (avenue.org) was promoting its computer and web design services by distributing free pens. The Trustees heard from Mr. Surbey regarding holds on wi-fi hotspots, parking at Northside Library, computer use time limits, and quiet rooms at Nelson Memorial Library.

POLICY COMMITTEE'S REPORT

Regarding the policy requirement that library displays must contain library materials, Trustee Mathis reported that the Policy Committee had concluded that the policy did not violate First Amendment free speech rights, in keeping with Director Halliday's conversation with Mr. J. Joshua Wheeler, Director of the Thomas Jefferson Center for the Protection of Free Expression. Trustee Mathis invited Director Halliday to describe a recommended change to JMRL Policy: Section 1.3 "Official Statements." The change concerned including the following statement at the end of said policy: "Any trustees or library personnel wishing to express themselves on these topics must ensure that it is clear they are speaking as individuals and not on behalf of the library." At the next Board Meeting a draft of Section 1.3, incorporating that change, is to be presented for a vote.

FY2018 SCHEDULE OF CLOSINGS

Trustee Kulow moved for the approval of the FY2018 schedule of library closings as presented at the Board Meeting of March 27, 2017. The FY2018 schedule of library closings was approved as presented with Trustee Grant dissenting. Vice President McIntosh expressed a desire to eliminate Columbus Day as an observed library holiday within the next few years.

REPORT ON BIG READ 2017

Manager of Reference and Adult Services Hamfeldt reported on the 11th annual Big Read of 2017. With a total funding of \$15,400, and a total attendance of 16,537 to more than 80 programs, the event was roundly considered a success. Manager Hamfeldt disclosed that JMRL did not receive the National Endowment for the Arts Big Read grant for 2018. Vice President McIntosh indicated that the Library Endowment Fund might be able to compensate for the resource shortfall. He also suggested approaching the Albemarle Board of Supervisors and Charlottesville City Council to communicate the ongoing benefits of the Big Read. To that effect, Director Halliday recommended preparing a summary handout including testimonials to the program's successful community engagement.

REVIEW OF FIVE YEAR PLAN

Director Halliday provided a comprehensive review of the objectives for the current five year plan (2015 to 2019). The library was meeting or expected to meet all major objectives by the end of the period. He suggested focusing on: encouraging increased donations to the Library Endowment Fund; pre-election surveys; outreach to underserved populations; surveying local non-English-speaking populations; preparing the JMRL Return on Investment report; funding and finding locations for the Nelson Memorial Library expansion; and increasing expenditures on books and materials as a percentage of total outlays.

FY2018 LIBRARY BOARD OFFICERS NOMINATING COMMITTEE

Trustees Mullen and Mathis were appointed to helm the Nominating Committee, scheduled to present recommendations for Board Officers for FY2018 at the Board Meeting of May 22, 2017.

LIBRARY BOARD'S CONTINUING EDUCATION

Director Halliday played a video produced by the American Library Association on "Succession Planning and New Board Orientation" This was the final part of a ten part series, played at past Board Meetings, in keeping with the Board's decision to pursue continuing education.

LIBRARY DIRECTOR'S REPORT

Director Halliday mentioned his attendance at Human Library Day hosted on April 14, 2017 by the University of Virginia. He indicated that Northside Library is moving steadily towards providing 60 open hours per week. He reported that he and President LaFontaine were looking into options to improve the landscaping and prevent erosion on the southeast corner of Central Library's block. Director Halliday reported on a meeting with Trustee Mullen and Mr. Weisser regarding the salary study: JMRL's salaries compare well with those of its peer libraries, and graphics and salary compression research would be presented at the May 22, 2017 Board Meeting. He indicated that the money saved by performing the study in-house could be allocated towards addressing any financial shortfalls. Regarding parking at Northside Library, Director Halliday mentioned that an agreement with a nearby business would soon open twenty additional spaces for public parking by guaranteeing Northside staff parking at that business.

CLOSED MEETING TO DISCUSS LIBRARY DIRECTOR'S ANNUAL EVALUATION

Pursuant to the Code of Virginia, Section 2.2-3711 (A), subsection 1, President LaFontaine moved that the Library Board enter a Closed Session to discuss the performance evaluation of the Library Director. Motion was seconded by Trustee Kulow. Motion passed as presented without opposition, Trustee Harris being absent.

The Board returned to Open Meeting. President LaFontaine reported that the consensus of the Library Board was to deliver a superior evaluation to Library Director Halliday and recommend him for a 2% salary increase, in keeping with other library staff.

FUTURE AGENDA ITEMS

Future agenda items include voting on changes to the "Official Statements" policy, the Nominating Committee's report, the Peer Library Salary Study Report, and budget discussion. The next meeting will take place on May 22, 2017 at Northside Library.

ADJOURNMENT

Trustee McDuffie proposed adjournment, and the meeting adjourned at 4:25 p.m.

(BL:JH:zw)