

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE AUGUST 22, 2022 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Tony Townsend (Albemarle) (virtual)
Meredith Cole (Charlottesville) (in person)
Wendy Wheaton Craig (Louisa) (in person)
Michael Powers (Albemarle) (in person)
Lisa Woolfork (Charlottesville) (virtual)

Vice President Aleta Childs (Nelson) (in person)
Martha Ledford (Greene) (in person)
Thomas Unsworth (Albemarle) (virtual)
Kathy Johnson Harris (Charlottesville) (in person)

OTHERS PRESENT

David Plunkett, Library Director (in person)
AJ Mosley, Business Manager (in person)

Krista Farrell, Assistant Library Director (in person)
Sierra Hammons, Collection Specialist (in person)

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 convened **AS A HYBRID MEETING WITH SOME TRUSTEES PRESENT VIRTUALLY AND SOME PHYSICALLY CONGREGATED** on Monday, August 22, 2022 at 3:00 PM using videoconferencing software, at the Northside Branch (705 W Rio Rd, Charlottesville, VA 22901). (A recording of the meeting is available at: <https://www.youtube.com/watch?v=3AsjVNqzb-Q&t=2s>) Trustee Ledford moved to accept the minutes for the July 25, 2022 Board Meeting. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Craig announced that she attended two webinars and found them instructive. Trustee Woolfork congratulated and thanked Trustee Harris for her work with the film "Raised/Razed." President Townsend stated that JMRL's Summer Reading Program, Ocean of Possibilities, appeared to be very well attended at the Crozet Branch. President Townsend reminded attendees that Board Policy is to give public commenters five minutes each to speak and that is not in the Board's authority to change the Library's name, it is the responsibility of JMRL's member jurisdictions. Three public comments were made regarding the request to change the name of the Regional Library System.

TRUSTEE CONTINUING EDUCATION

NA

COMMITTEE APPOINTMENTS AND REPORTS

1. Policy Committee Report

The Policy Committee met August 18th and discussed four policies: Policy 1.211 (Library Board Remote Participation Policy), Policy 4.235 (Suggestions and Complaints), Policy 4.221 (Library Card Eligibility), and Policy 1.261 (Public Comments at Library Board Meetings). Policy 1.211 will have a first reading and a potential vote in New Business. Policy 4.235 and Policy 4.221 will also have a first reading in New Business. Policy 1.261 is still under review.

2. Library Name Working Group Report

Director Plunkett shared the group's goal: to synthesize public input on the name of JMRL and to make a recommendation to the full Board on any particular action JMRL should take; any solicitation of expertise or input needs to come with an upfront understanding that the authority to change the name of JMRL lies with Charlottesville, Albemarle, Greene, Louisa, and Nelson. The Working Group will organize informational meetings, inviting experts to share background, process, and advice with the Working Group. Director Plunkett reported that such informational meetings will be recorded and available live via Zoom for the public. The Working Group will also survey the Library staff.

NEW BUSINESS

1. Library Board Self Evaluation

President Townsend presented the results of the Board Self-Evaluation, stating the Board is doing a good job overall, communicates well, and has good relationships with the Library staff as well as with the public. Director Plunkett stated he will make a personal note to facilitate Continuing Education agenda items to the Board. Trustee Powers expressed interest in adding a possible Continuing Education topic regarding the importance and benefits of regionalization.

2. *Potential Vote on Proposed Policy 1.211 (Library Board Remote Participation Policy)*

Director Plunkett presented Policy 1.211 to the Board, which discusses remote participation for Library Trustees in accordance with new state law. There are three exemptions to allow for Trustee remote participation: 1) Medical, 2) Distance, or 3) Personal Matters. A request for remote participation for personal matters must be voted on by the Board, and Board minutes should reflect the reason in specificity. At least five Trustees must be physically present at the Board meeting in order for a quorum to be met. If Trustees need to participate remotely, they must notify the President of the Board and the Library Director, in advance. Trustees are allowed up to 2 exemptions, or 25% of meetings (whichever is higher), for remote participation during the fiscal year; there is no limit to the amount of Medical or Distance exemptions. Up to 3 all-virtual meetings for the Board will be allowed per year, though they cannot be consecutive, and public notification for the meetings must indicate that they will be all-virtual. These same rules apply to Committees. Committees have the options to meet virtually up to 2 times per year. President Townsend stated that voting on Policy 1.211 would be an exception to the Board's common practice. Furthermore, the Board is not locking off debate on Policy 1.211 going forward, but that JMRL needs to have Policy 1.211 in place prior to a September Board meeting. In the future, the Board will attempt to adhere to the practice of having a first reading of all policies at least one month before taking a vote. Trustee Unsworth moved to adopt Policy 1.211 as Remote Participation Policy for the Board. Trustee Powers abstained; all other Trustees voted "aye." Motion passed. Trustee Powers proposed adding a reference to Policy 1.211 in the Bylaws.

3. *Potential First Reading of Policy 4.235 (Suggestions and Complaints)*

Director Plunkett presented a revised draft of Policy 4.235 (Suggestions and Complaints) to the Board, with a change of the Policy name to "Suggestions, Feedback, and Complaints." Policy 4.235 will be presented to the Board next month for a potential vote.

4. *Potential First Reading of Policy 4.221 (Library Card Eligibility)*

Director Plunkett presented to the Board a revised draft of Policy 4.221 (Library Card Eligibility), with the addition of information concerning JMRL Teacher Cards. Policy 4.221 will be presented to the Board next month for a potential vote.

OLD BUSINESS

1. *Vote to Remove Policy 4.31 (Adult Programming and Reference Services Department)*

Trustee Cole moved to remove Policy 4.31 (Adult Programming and Reference Services Department) from the Policy Manual. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that JMRL's new Cross-Training Program has received good feedback. Director Plunkett thanked the Friends of the Library, especially Treasurer Peter McIntosh, who worked hard with AJ Mosley to create a system of Debit Cards for Friends expenditures. The first Holds Pickup Lockers will be delivered tomorrow to Louisa County Library. Louisa County Library will also receive its Privacy Pod for patrons tomorrow. Friends Endowment Advisory Committee expressed interest in funding a few more Privacy Pods for JMRL. Director Plunkett reminded the Board that all Trustees are invited to JMRL's Staff Training Day (previously In-Service Day) on October 10, 2022, which will be held at the Code Building in Charlottesville and at the Central Library.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a second reading and potential vote on Policy 4.235 (Suggestions and Complaints) and Policy 4.221 (Library Card Eligibility), a second report from the Library Name Working Group, a first reading of the Bylaws change, a vote by the Board for any remote participation by Trustees, potential Continuing Education, and potential committee reports from the Technology Committee and the Personnel Committee. The next Board Meeting will be October 26, 2022 at the Northside Library.

ADJOURNMENT

The meeting adjourned at 4:16pm.
