

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE JANUARY 23, 2023 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Tony Townsend (Albemarle) (v)
Meredith Cole (Charlottesville)
Wendy Wheaton Craig (Louisa) (v)
Michael Powers (Albemarle) (v)

Vice President Aleta Childs (Nelson)
Martha Ledford (Greene)
Thomas Unsworth (Albemarle)
Lisa Woolfork (Charlottesville) (v)

TRUSTEES ABSENT

Kathy Johnson Harris (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Ginny Reese, Staff Reporter & Greene Manager
AJ Mosley, Business Manager

Krista Farrell, Assistant Library Director
Sierra Hammons, Collection Specialist
Hayley Tompkins, Crozet Branch Manager

**NO QUORUM WAS OBTAINED FOR THE REGULAR MONTHLY BOARD MEETING OF JANUARY 23, 2023.
THE MEETING CONVENED BUT NO BUSINESS WAS TRANSACTED.**

CALL TO ORDER, REMOTE PARTICIPATION CONFIRMATION, & 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 on Monday, January 23, 2023 at 3:00 PM, at the Northside Library (705 West Rio Rd, Charlottesville, VA 22901), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=LPMAG4AubTU>.) No quorum present. In the absence of a quorum, no action was taken on remote participation confirmation or on the minutes of the previous meeting.

ANNOUNCEMENTS AND PUBLIC COMMENTS

One public comment was made asking the status of JMRL's name review. Trustee Woolfork announced that she would be stepping down from the JMRL Board of Trustees. President Townsend thanked Trustee Woolfork for her years of service on the Board. The Director announced five books, one for each year of service on the JMRL Board of Trustees, to be added to the JMRL collection, at the Gordon Avenue Library, in honor of Trustee Woolfork's service as Board Trustee. Trustee Craig reported that the Friends have a rescheduled meeting happening at the end of January.

TRUSTEE CONTINUING EDUCATION

Hayley Tompkins, JMRL's Crozet Branch Manager, shared a presentation on the development and make-up of JMRL's Staff Training Committee (started in 2019), to the Board. The Training Committee consists of 12 members from different branches/departments over three subcommittees: Training Resources Subcommittee, Training Events Subcommittee, and Cross-Training Subcommittee.

COMMITTEE APPOINTMENTS AND REPORTS

1. Library Name Working Group Report

Director Plunkett reported that the Library Name Working Group met last week and are finishing up gathering data from public and staff input in order to make a presentation to the Board. The Group is currently working on a procedure to adopt should the jurisdictions ever ask JMRL to review the name of the Library. The Group anticipates two or three more

meetings before being able to make a presentation to the Board. With Trustee Woolfork stepping down, there is a vacancy for another Trustee if there is any interest in serving on the Library Name Working Group.

2. Five-Year Plan Committee

Director Plunkett reminded the Board that JMRL's Five-Year Plan expires June 30, 2024. Trustee Cole will be stepping in as chair of the Five-Year Plan Committee, for now, as Trustee Woolfork steps down. Director Plunkett suggested regular monthly or bimonthly meetings for the Committee between now and next June to draft a new Five-Year Plan for the Board to vote on.

NEW BUSINESS

1. JMRL/NAACP Scholarship Update

Director Plunkett announced that mid-April is the deadline for the JMRL/NAACP Scholarship. Trustee Childs stated she would be willing to assist again this year in selecting the Scholarship recipient. Director Plunkett suggested a potential subcommittee be formed to create a specific rubric for scholarship candidate selection.

2. JMRL FY22 Audit

Director Plunkett reported that the FY22 Audit showed no findings of any fund balance exceeding JMRL's 5% threshold, and no deficiency in internal control that could be considered a material weakness. Director Plunkett stated that an auditor could be scheduled to appear before the Board to discuss FY22 Audit findings, if the Board is interested. The Board expressed no concerns at this time.

OLD BUSINESS

1. FY24 Budget Update

Director Plunkett announced that JMRL has met with three of five jurisdictions (Charlottesville, Albemarle, Louisa) to discuss the Library's annual budget, with plans to meet with Nelson and Greene this week. Director Plunkett reported that, so far, all jurisdictions have been supportive of JMRL's Year 2 Minimum Wage Adjustment Plan, changes in health insurance, and the 2% cost of living wage increase for staff. Director Plunkett stated that they are now preparing to discuss the Library's proposed FY24 Budget with any elected officials that have questions. The Director also reported that with both the City of Charlottesville and Albemarle County the Central Library Renovation came up as a major topic of discussion, where staff expressed interest in getting further information about this process. Director Plunkett also listed important dates for all five jurisdictions regarding when staff will release their recommended budgets to their elected officials and dates for final budget approval.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that JMRL is partnering with the Virginia Festival of the Book again this year for the Same Page Community Reads initiative, which features author Ross Gay's "Book of Delights." The Same Page Community Reads event will be March 25th. Director Plunkett also reminded the Board that next month's Board Meeting will be held at the Louisa Library. Director Plunkett took a moment to thank all JMRL volunteers and spotlighted Melissa Dickens who has repaired 1762 books for Central and Gordon in 2022, saving over \$25,000 in funds. Book repair volunteers at Northside have also saved JMRL over \$30,000. On January 11th, Melissa Dickens and JMRL's Collection Manager Meredith Dickens, hosted a Home Book Repair Workshop at Northside Library. Director Plunkett announced that he has been selected by the City of Charlottesville to be on the Downtown Mall Committee.

OTHER MATTERS

President Townsend reported that a Crozet patron expressed thanks for the new JMRL lockers service.

FUTURE AGENDA ITEMS

Possible future agenda items include committee reports from the Policy Committee, the Five-Year Plan Committee, a Library Name Working Group Report, and a motion to approve minutes from the December Board Meeting. The next Board Meeting will be February 27, 2023 at the Louisa Library.

ADJOURNMENT

The meeting adjourned at 3:46pm.
