

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE MAY 20, 2024 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Tony Townsend (Albemarle)
Meredith Cole (Charlottesville)
Brandy Polanowski (Louisa)
Michael Powers (Albemarle)

Vice President Aleta Childs (Nelson)
Martha Ledford (Greene)
Peter Morville (Albemarle)
Anne Hemenway (Charlottesville)

TRUSTEES ABSENT

Kathy Johnson Harris (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Jerry Carchedi, Business Manager

Sierra Nafziger, Collection Specialist
Hayley Tompkins, Crozet Branch Manager

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, May 20, 2024 at 3:00 PM, at the Crozet Library (2020 Library Avenue, Crozet, VA 22932), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=LUu9Z1a5x4s>.) Trustee Powers moved that Trustees Aleta Childs', Meredith Cole's, and Martha Ledford's requests to attend today's meeting of the JMRL Board remotely due to temporary or permanent disability or other medical condition that prevents physical attendance be approved. Motion passed unanimously. Trustee Hemenway moved to accept the minutes for the April 22, 2024 Board Meeting as written. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Hayley Tompkins, JMRL's Crozet Branch Manager, welcomed those in attendance to the Crozet Library. No public comments.

TRUSTEE CONTINUING EDUCATION

NA

COMMITTEE APPOINTMENTS AND REPORTS

1. Budget/Finance Committee Report

Trustee Childs reported that the Budget/Finance Committee met May 6, 2024 at the Central Library. The Budget/Finance Committee is recommending that the Board accept the Equipment Budget as proposed. The FY25 Budget will be voted on next month.

OLD BUSINESS

1. JMRL Five Year Plan Discussion

Director Plunkett reported that there is no requirement from the Library of Virginia, or other funding partners, for a separate Technology Plan. Director Plunkett presented the FY25-29 Five Year Plan Draft to the Board. The Board discussed viewing a parallel staff document of measurable goals and objectives, the Implementation Plan, alongside the FY25-29 Five Year Plan before voting next month. The Board also discussed adding the Implementation Plan URL to the handout and the website for public visibility.

2. Potential Second Reading JMRL Policy 4.53 (Community Partnerships)

JMRL Policy 4.53 (Community Partnerships) was presented to the Board for second reading. Trustee Morville moved to accept Policy 4.53 (Community Partnerships) as written and amended. Motion passed unanimously.

NEW BUSINESS

1. FY25 Equipment Budget Discussion

Director Plunkett presented to the Board the FY25 Equipment Budget. Director Plunkett reported that JMRL will need to replace one of the box trucks in the next year or so; Director Plunkett and Jerry Carchedi, JMRL's Business Manager, recommend the Board address this midyear after JMRL's audit. The FY25 Equipment Fund will get appended to the full FY25 Budget, which will be voted on next month. Director Plunkett also reminded the Board that recordings of Committee Meetings are posted online.

2. Fine Revenue Discussion

Director Plunkett presented to the Board FY2023 Revenue Analysis findings which correspond with JMRL's FY20-24 Five Year Plan Goal regarding JMRL's Fines and Fees to determine the impact of a fine-free library. Further discussion will occur at future Board Meetings.

3. FY25 Board Meeting and Budget Schedule Discussion

Director Plunkett presented the FY25 Board Meeting and Budget Schedule to the Board. The Board recommended changing the proposed November 25th meeting date to November 18th, as well as changing the proposed December 23rd meeting date to December 16th.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that the State of Virginia passed a Budget last week that included a \$2.5 million increase for state aid in Virginia. JMRL's projected FY25 state aid will likely be higher than what is in JMRL's FY25 proposed budget. JMRL's Summer Reading is gearing up at all locations; there will be Summer Reading Kickoff programs at all branches. Director Plunkett encouraged the Board to track their summer reading using the Beanstack app. Director Plunkett reported that Glynis Welte at Gordon Avenue Library created literacy packs for Head Start families affected by the loss of Monticello Area Community Action Agency Head Start programs; Director Plunkett thanked Glynis Welte, the JMRL Children's Committee, and the Friends of the Library for all their help. JMRL's Central Library put on a successful How-To Festival last month, thanks to JMRL's Heather Pehne, where patrons could learn thirty things in three hours. The Friends of the Library restarted their annual volunteer appreciation with an event at the Center at Belvedere, featuring remarks from local author Marijean Oldham.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a vote on JMRL's FY25-29 Five Year Plan, a vote on JMRL's FY25 Budget, a Policy Committee report, discussion of JMRL's Fines and Fees, a Continuing Education on Gordon Avenue's Seed Library, a report from the Nominating Committee, a vote on JMRL Board's FY25 slate of officers, and a discussion of the Library Director's FY25 goals. The next Board Meeting will be June 24, 2024 at the Northside Library.

CLOSED SESSION FOR ANNUAL DIRECTOR EVALUATION

President Townsend read the motion to enter a Closed Session. Motion passed unanimously.

RETURN TO OPEN SESSION

President Townsend read the Certification of Closed Meeting Resolution. All Trustees voted "aye," with Trustee Kathy Johnson Harris being absent. Trustee Powers moved that the Board renew the Director's contract with the current language for the period of one year, with an escalating raise of 7% relative to the current pay rate. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 4:49pm.
