

Jefferson-Madison Regional Library

201 East Market Street | Charlottesville, Virginia 22902 | (434) 979-7151 | FAX (434) 971-7035

APPROVED

MINUTES OF THE JUNE 24, 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)
Kathy Johnson Harris (Charlottesville)

TRUSTEES ABSENT

Anne Hemenway (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Sierra Nafziger, Collection Specialist

Krista Farrell, Assistant Library Director
Camille Thompson, Gordon Avenue Branch Manager
Britt Ford, Gordon Avenue Young Adult Librarian

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, June 24, 2024 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=zuEM1aFC1Z4>.)

Trustee Harris moved that Trustee Aleta Child's request 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 Ledford moved to accept the minutes for the May 20, 2024 Board Meeting as presented. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Director Plunkett announced that Trustee Childs was reappointed to the Board by Nelson County and Trustee Powers was reappointed to the Board by Albemarle County. Director Plunkett also reported that Trustee Harris's last Board Meeting will be in August. Applications for the City of Charlottesville seat on the Board are now open. No public comments.

TRUSTEE CONTINUING EDUCATION

Camille Thompson, Gordon Avenue Library Branch Manager, and Britt Ford, Gordon Avenue Library Young Adult Librarian, presented to the Board information on the Gordon Avenue Seed Library.

COMMITTEE APPOINTMENTS AND REPORTS

1. Policy Committee Report

Trustee Powers reported that the Policy Committee met prior to the Board meeting and discussed the finalized drafts of Policy 4.52 (Displays of Original Art), Policy 4.54 (Cooperation with Schools), and Policy 5.3 (Emergency Closing). Policies 5.3 (Emergency Closing), 4.54 (Cooperation with Schools), and 4.52 (Displays of Original Art) were presented to the Board for a first reading and will be presented to the Board next month for a second reading and a potential vote.

2. Nominating Committee Report

Trustee Polanowski reported that the Nominating Committee spoke with President Townsend and Trustee Childs who agreed to continue in their positions again for next year.

OLD BUSINESS

1. Vote on JMRL FY25 Budget

Trustee Ledford moved to accept the JMRL FY25 Budget as presented with the increase in State Aid. Motion passed unanimously.

2. *Discussion and Vote on JMRL FY25-29 Five Year Plan*

Trustee Morville moved to accept the JMRL FY25-29 Five Year Plan as crafted by the Five-Year Plan Committee. Motion passed unanimously. Trustee Powers moved that the Board endorse this version of the JMRL Strategic Implementation Plan. Motion passed unanimously.

NEW BUSINESS

1. *Potential First Readings of Policies 4.52 (Displays of Original Art), 4.54 (Cooperation with Schools), and 5.3 (Emergency Closing)*

First readings occurred during the Policy Committee Report.

2. *Operating Expenses in the Equipment Budget*

The Board discussed potentially moving selected expenses from the equipment budget to the operating budget in the future.

3. *Director's Prioritized FY25 Goals*

Director Plunkett presented to the Board the JMRL Prioritized Director Goals for FY25, which include 1) Continue work on revising JMRL's pay scale and developing strategies for funding a new salary structure with jurisdictional partners. This remains a multi-year process, so progress this year could include pursuing intermediary steps to address staff compression and lack of progress on JMRL's payscale, 2) Complete the modernization of JMRL's job descriptions, 3) Work with the Central Library Renovation Working Group to secure this project's FY27 and FY29 plans in the Capital Improvement Program budgets of both Charlottesville and Albemarle County for FY26. Begin early planning for fundraising in support of the FY29 construction, 4) Formulate reasonable scenarios for Board review and evaluation regarding the possibility of a fine-free JMRL, and 5) Continue to pursue JMRL website modernization and improvements, including developing long-term strategies for catalog stability and usability.

4. *Vote on FY25 Officers*

Trustee Polanowski moved that President Townsend continue on as President and Trustee Childs as Vice President of the Board for next year. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett announced that Trustee Powers's Poster Session titled "Regional Patron Usage: A Map-based Visualization" has been accepted and will be presented at the Virginia Library Association's annual conference in Norfolk in October 2024. Director Plunkett also announced that Alyssa Wood, recent graduate from Louisa County High School, has been named as the winner of the annual NAACP/JMRL Internship. Alyssa Wood started working at the Louisa County Library this month. Director Plunkett thanked Trustee Childs and Sylvia Elder for serving on the NAACP/JMRL Internship committee. Director Plunkett will be calling a meeting of the Advisory Committee to the Friends of the Library Endowment Fund at the Charlottesville Area Community Foundation in the next month or so to discuss FY25 Projects. The approved FY25 Projects will be presented to the Board at a later meeting; the Board will need to vote on accepting and expending any of the granted funds during that time. Congratulations to the new President of the Friends of the Library, former Louisa Trustee of the JMRL Board, Wendy Wheaton Craig. Wendy Wheaton Craig will be taking over for Proal Heartwell, whose four year tenure included record book sales and 2023 Virginia Library Association Friends of the Library of the Year Award. Congratulations to the newest Friends of the Library Board member Kathy Johnson Harris. Marien Ruiz-Villaman, JMRL's Bookmobile & Outreach Services Coordinator, has been selected to present at the National Association of Bookmobile & Outreach Services Conference in Indianapolis in October 2024.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a Continuing Education on Collection Development, a potential report from the Advisory Committee of the Charlottesville Area Community Foundation, and a second reading and potential vote on Policy 4.52 (Displays of Original Art), Policy 4.54 (Cooperation with Schools), and Policy 5.3 (Emergency Closing). The next Board Meeting will be July 22, 2024 at the Northside Library.

ADJOURNMENT

The meeting adjourned at 4:15pm.
