

# Jefferson-Madison Regional Library

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

## APPROVED

### MINUTES OF THE JULY 22, 2024 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

#### TRUSTEES PRESENT

President Tony Townsend (Albemarle)  
Kathy Johnson Harris (Charlottesville)  
Brandy Polanowski (Louisa)  
Michael Powers (Albemarle)

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

#### TRUSTEES ABSENT

Meredith Cole (Charlottesville)

#### OTHERS PRESENT

David Plunkett, Library Director  
Meredith Dickens, Collection Manager

Krista Farrell, Assistant Library Director  
Sierra Nafziger, Collection Specialist

---

#### 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, July 22, 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=LPqA1zE0VXA>.) Trustee Ledford moved to accept the minutes for the June 24, 2024 Board Meeting as written. Motion passed unanimously.

#### ANNOUNCEMENTS AND PUBLIC COMMENTS

No announcements. No public comments.

#### TRUSTEE CONTINUING EDUCATION

Meredith Dickens, JMRL's Collection Manager, presented to the Board information on JMRL's Materials Selection and Collection Development.

#### COMMITTEE APPOINTMENTS AND REPORTS

##### *1. CACF Advisory Committee Report*

President Townsend reported that the Charlottesville Area Community Foundation (CACF) Advisory Committee meets once a year to look at disbursements that have been requested of the Friends of the Library Family of Endowment Funds. Director Plunkett presented to the Board the suggested expenditures for FY25. The Board will vote on accepting and expending this grant from the Friends Family of Funds at the CACF for FY25 next month.

#### OLD BUSINESS

##### *1. 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)*

JMRL Policy 4.52 (Displays of Original Art) was presented to the Board for a second reading. President Townsend moved to accept Policy 4.52 (Displays of Original Art) as presented. Motion passed unanimously. JMRL Policy 4.54 (Cooperation with Schools) was presented to the Board for a second reading. Trustee Harris moved that Policy 4.54 (Cooperation with Schools) be accepted. Motion passed unanimously. JMRL Policy 5.3 (Emergency Closing) was presented to the Board for a second reading. Trustee Harris moved that Policy 5.3 (Emergency Closing) be accepted as amended. Motion passed unanimously.

## **NEW BUSINESS**

### *1. Friends FY25 JMRL Support*

Director Plunkett presented to the Board information on the JMRL FY25 Friends Support for library programming.

### *2. FY25 Trustee Committee Assignments*

President Townsend announced Trustee Morville as the new chair of the Technology Committee with Trustee Ledford stepping down as chair, and Trustee Polanowski as the new chair of the Personnel Committee. The new Charlottesville Trustee taking over for Trustee Harris will be on the Policy Committee. The Committee assignments for the Budget/Finance Committee and the Five-Year Plan Committee will remain unchanged.

## **LIBRARY DIRECTOR'S REPORT**

Director Plunkett reported the JMRL Tech Services end of FY24 stats: 1) the average number of titles cataloged per month: 852, 2) total number of titles cataloged: 10,235, 3) average number of items added into the system per month: 2,078, and 4) total number of items added into the system: 42,000. JMRL logged over 29,000 books read for Summer Reading. Over 1,800 people attended Summer Reading kickoffs. For the first time, the Bookmobile was able to attend every single kickoff event, including two events in a day more than once. Central Library has been designated as a Cooling Center once again this summer; the City of Charlottesville provided exterior signage. Special thanks to Krista Farrell and Central staff for working with the City of Charlottesville. Director Plunkett reported that the excessive heat this summer has brought multiple HVAC issues to the Crozet Library and Northside Library, which resulted in only partial air conditioning to the buildings for several days. Special thanks to Albemarle County for working quickly and diligently to solve both issues. JMRL's Business Manager Jerry Carchedi is on extended leave until after Labor Day. Director Plunkett thanked JMRL's Kayla Payne, Brittany Eversberg, and Krista Farrell for picking up Jerry's duties during his absence. Jerry is completing his Appalachian Trail hike in New England, and reported that, as of last Thursday, he has hiked 9 miles a day, for a total of 144 miles, 32.5% complete, and 47,000ft elevation.

## **OTHER MATTERS**

NA

## **FUTURE AGENDA ITEMS**

Possible future agenda items include potential Continuing Education on Bookmobile Outreach Services, a potential vote on CACF Advisory Committee Items, and a committee report from the Policy Committee. The next Board Meeting will be August 26, 2024 at the Northside Library.

## **ADJOURNMENT**

The meeting adjourned at 4:10pm.

---