

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE OCTOBER 28, 2024 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

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

Vice President Aleta Childs (Nelson)
Martha Ledford (Greene)
Peter Morville (Albemarle)
Anne Hemenway (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, October 28, 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=5p6OgfXH-N8>.) Trustee Polanowski moved to accept the minutes for the September 23, 2024 Board Meeting as written. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

No announcements. No public comments.

TRUSTEE CONTINUING EDUCATION

Trustee Powers presented to the Board Regional Patron Usage: A Map Based Visualization. Trustee Powers and Director Plunkett co-presented this presentation as a Poster Session at the Virginia Library Association Conference on October 16, 2024. The usage map presented is available at: <https://jmrl-usage-map.streamlit.app/>.

COMMITTEE APPOINTMENTS AND REPORTS

1. Policy Committee Report

The Policy Committee met prior to the Board meeting and continued discussion of Policy 4.11 (Materials Selection), which is still undergoing review. No new drafts were ready to recommend to the full Board. The next Policy Committee meeting will be December 16, 2024, prior to the full Board meeting.

2. Personnel Committee Report

The Personnel Committee met and looked at the FY26 budget requests. The Personnel Committee prioritized the FY26 budget requests and made a recommendation for the Board, to be discussed in Old Business.

OLD BUSINESS

1. FY26 Budget Discussion of Personnel Committee Recommendations

The Personnel Committee recommended to the Board the top three request priorities for the JMRL FY26 Budget: 1) a 5% increase to the entire JMRL payscale, which would include Substitute positions and starting hourly rates, as well as an additional 2% raise for current staff, 2) a 1,000 hour increase in Circulation Support Substitute hours at the Northside Library, and 3) a 780 hour increase in Branch Support Substitute hours at the Scottsville Library. Additional operational requests were also prioritized for the Board and Budget Committee to consider, three of which were previously requested

for FY25. JMRL will be looking into potential outside funding for two "summer only" operational requests for Louisa and Northside. Director Plunkett informed the Board that the JMRL FY26 Proposed Budget Draft currently only includes funding for the top three prioritized requests. The Board had consensus on the JMRL FY26 Budget Personnel Committee Recommendations. The Budget Committee will meet Monday, November 4, 2024 to discuss the JMRL FY26 Budget. The Board will vote on the JMRL FY26 Budget on November 18, 2024.

NEW BUSINESS

1. All-Staff Training Day Report

President Townsend reported attending JMRL's All-Staff Training Day on October 14, 2024 and assisted in handing out Staff Service Awards. Director Plunkett read out the names of JMRL staff who received service awards for 5, 10, 15, and 35 years at the Library and thanked them for their service. JMRL's All-Staff Training Day took place at Greene County Library and the Giuseppe Center. Director Plunkett shared with the Board the All-Staff Training Day Agenda. Director Plunkett presented Trustees with the JMRL insulated lunch tote that staff received at All-Staff Training Day.

2. Friends of the Library Book Sale Report

Director Plunkett reported that the Friends of the Library fall 2024 book sale raised \$166,367, which was an increase of over \$15,000 from last year's fall book sale. Director Plunkett also reported that last week was National Friends of the Library Week; be sure to thank a Friend. With the help of the Friends of the Library, JMRL put on 2,800 programs last fiscal year, with 86,000 attendees.

LIBRARY DIRECTOR'S REPORT

Director Plunkett met with representatives from member jurisdictions earlier this month for the annual Pre-Budget meeting. Director Plunkett thanked Louisa County for including support for State Aid for public libraries in their legislative priorities this year. Director Plunkett shared with the Board a publication from JMRL's Young Adult staff which includes entries from JMRL's Teen Poet Laureate poetry contest. The poetry publication is available at all JMRL branches. Hayley Tompkins, JMRL Crozet Branch Manager, will be leaving JMRL after 15 years of service. JMRL is now accepting applications for the Crozet Branch Manager position. Gordon Avenue Library is adding a second bank of holds lockers, thanks to the Friends of the Library. The 17 new holds lockers will soon be fully operational, bringing the total to 39 lockers at Gordon Avenue Library.

OTHER MATTERS

The Budget Committee will meet Monday, November 4, 2024 at 2:30pm, at the Northside Library. The Technology Committee is planning to schedule a meeting in December.

FUTURE AGENDA ITEMS

Possible future agenda items include a vote on the JMRL FY26 Proposed Budget and a potential Continuing Education from Anne Lindberg, Scottsville Branch Manager. The next Board Meeting will be November 18, 2024 at the Scottsville Library.

ADJOURNMENT

The meeting adjourned at 4:04pm.
