

Jefferson-Madison Regional Library

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

APPROVED

MINUTES OF THE NOVEMBER 18, 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

Siri Russell (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Jerry Carchedi, Business Manager
Anne Lindberg, Scottsville Branch 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, November 18, 2024 at 3:00 PM, at the Scottsville Library (330 Bird Street, Scottsville, VA 24590), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=a7hHIPW05xI>.) Trustee Childs moved to accept the minutes for the October 28, 2024 Board Meeting as written. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

No announcements. No public comments.

TRUSTEE CONTINUING EDUCATION

Anne Lindberg, JMRL's Scottsville Library Branch Manager, presented to the Board information on Scottsville Library's Little Free Food Pantry. The Little Free Food Pantry will be built by a local Eagle Scout and all food donations will be provided by the community. The Little Free Food Pantry will be to the left of the Scottsville Library's holds lockers and is planned to be available to the community by January 2025.

COMMITTEE APPOINTMENTS AND REPORTS

1. Budget Committee Report

Trustee Childs reported that the Budget Committee met on November 4, 2024 and discussed the proposed FY26 Draft Budget. Trustee Childs reported that the FY26 Draft Budget does not include the final number for healthcare costs. The Budget Committee is recommending to the Board that the JMRL FY26 Draft Budget be approved, with the finalized healthcare costs subject to change.

OLD BUSINESS

1. FY26 Draft Budget Discussion and Vote

Director Plunkett shared with the Board the JMRL FY26 Draft Budget. The FY26 Draft Budget includes 1) a 5% increase to the entire JMRL payscale, as well as an additional 2% raise for current staff, 2) \$130,000 software costs moved out of the Equipment Budget and into the Operational Budget, 3) allocating a portion a State Aid for salary support. Director Plunkett reported that JMRL has seen a 66% increase in State Aid since 2020. In 2020, JMRL received \$677,000 in State Aid. JMRL is anticipating \$1.2 million in State Aid for FY26. Discussion ensued regarding State Aid and salary support

for JMRL. Trustee Polanowski moved to adopt the FY26 Budget as proposed. Motion passed unanimously. Trustee Polanowski amended the previous motion and moved to take the FY26 Budget as is written in addition to the healthcare numbers finalization when it comes in. Amended motion passed unanimously.

NEW BUSINESS

NA

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that JMRL graduated 8 employees from the City of Charlottesville's HR Supervision One Class last week. Congratulations to Patrick Kilmer, Heather Pehne, Amy Percy, Yulita Ellis, Fred Hylton, Amanda Farley, Mary Ann Kearns, and Megan Smead for finishing Supervisor One training. JMRL's job description project, which started early FY24, is in its final stages right now. The new job descriptions are now live on the City's Job Board. Director Plunkett also reported that JMRL's staff Intranet has been updated and is now live for JMRL staff and Trustees at intranet.jmrl.org. JMRL's Seventh Annual Food for Fines wrapped up yesterday; Director Plunkett will send out a final report. Louisa County Library now has a new phone system to help improve phone services. JMRL will also be looking to improve phone systems at Nelson Memorial Library and Scottsville Library in the future.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a report from the Policy Committee and a potential report from the Technology Committee, a Budget Update, and a potential Continuing Education. The next Board Meeting will be December 16, 2024 at the Northside Library.

ADJOURNMENT

The meeting adjourned at 3:49pm.
