



grow. learn. connect

JEFFERSON-MADISON
REGIONAL LIBRARY

LIBRARY BOARD'S AGENDA – MARCH 24, 2025

Monday – 3:00 pm
GREENE COUNTY LIBRARY
(222 Main Street Suite 101
Stanardsville, VA 22973)
and
[Presented Virtually](#) or
via **PHONE** at 888 788 0099 (Toll Free)
(Webinar ID: 817 6435 7841)

- 3:00 p.m. Call to Order, Remote Participation Confirmation, & Disposition of the Minutes of the Previous Meeting**
- 3:05 Announcements & Public Comments**
- 3:35 Trustee Continuing Education**
1. Greene County Library Cookbook Bookclub (EJ Dowling, Greene County Library Branch Manager)
- 3:45 Committee Appointments and Reports**
1. Fines and Fees Working Group Report
- 3:55 Old Business**
1. FY24 Audit Update
 2. Hartman Estate Distribution
- 4:05 New Business**
1. FY26 Schedule of Library Closings
 2. Board Self-Evaluation
- 4:25 Library Director's Report**
- 4:30 Other Matters**
- 4:35 Future Agenda Items**
- 4:40 Proposed Adjournment**

***** Optional Tour of the Greene County Library*****

grow. learn. connect.



Jefferson-Madison Regional Library

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

DRAFT

MINUTES OF THE FEBRUARY 25, 2025 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)
Peter Morville (Albemarle)
Anne Hemenway (Charlottesville)

TRUSTEES ABSENT

Martha Ledford (Greene)

OTHERS PRESENT

David Plunkett, Library Director
Sierra Nafziger, Collection Specialist

Krista Farrell, Assistant Library Director
Ophelia Payne, Louisa County Library Branch Manager
Vice President Aleta Childs (Nelson)

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, February 25, 2025 at 3:00 PM, at the Louisa County Library (881 Davis Highway, Mineral, VA 23117), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=qclJnVqBso>.) Trustee Hemenway moved that President Tony Townsend's request to attend today's meeting of the JMRL Board remotely due to a personal matter, specifically care-giving duties, be approved. Motion passed unanimously. Trustee Hemenway moved that Trustee Meredith Cole's request to attend today's meeting of the JMRL Board remotely due to a personal matter, specifically work obligations, be approved. Motion passed unanimously. Trustee Childs connected to the meeting in progress via telephone. Trustee Powers moved that the minutes for the January 27, 2025 Board Meeting be accepted. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Ophelia Payne, Louisa County Library Branch Manager, welcomed everyone in attendance to the Louisa County Library and announced there would be a branch tour at the end of the Board meeting. No public comments.

TRUSTEE CONTINUING EDUCATION

David Plunkett, JMRL's Library Director, presented to the Board an information gathering report on Library Fines and Fees.

COMMITTEE APPOINTMENTS AND REPORTS

1. Policy Committee Report

The Policy Committee met prior to the Board meeting and discussed Policy 4.41 (Bookmobile), which is still undergoing review. The Policy Committee also discussed Policy 2.44 (Employment References), which will potentially be brought to the Board in April. No new drafts were ready to recommend to the full Board. The next Policy Committee meeting will be April 28, 2025, prior to the full Board meeting.

OLD BUSINESS

1. FY26 Draft Budget Update

Director Plunkett reported that the Louisa County Board of Supervisors voted to include full funding for library services in their initial draft budget, which will be up for a vote on April 21, 2025. Director Plunkett and Trustee Ledford will attend a budget work session with Greene County on March 11, 2025. Albemarle County executives' proposed budget discussion will be February 26, 2025.

NEW BUSINESS

1. Fines and Fees Discussion

The Board discussed JMRL's Fines and Fees. A Fines and Fees Working Group was created and will be made up of Trustee Powers, Trustee Russell, Trustee Polanowski, Director Plunkett, and two JMRL employees, potentially Brittany Eversberg and Kayla Payne. The Fines and Fees Working Group will meet in the next month and have a first report for the Board in March.

LIBRARY DIRECTOR'S REPORT

Director Plunkett shared with the Board JMRL's book repair statistics for 2024. A total of 5,415 books were returned to the collection after repair, with a value of \$81,000. Director Plunkett thanked the volunteers who help with JMRL book repair. JMRL received a third distribution from the Hartman Estate. Director Plunkett will bring a suggestion and a motion for the Board next month regarding the Hartman Estate distribution. JMRL's second annual Teen Poet Laureate Contest is open and runs until Sunday, March 30, 2025; the winner will be announced at an award ceremony at the Central Library on Monday, April 28, 2025. Director Plunkett reminded the Board that this year's Same Page Community Read will be "Chesapeake Requiem" by Earl Swift; Director Plunkett handed out brochures of events to Trustees. The Same Page Community Read event will be at the Virginia Festival of the Book on March 20, 2025. Director Plunkett reminded the Board that every Spring each JMRL Branch closes for Staff Training Day, on different days; these closings can be found on JMRL's website (jmrl.org).

OTHER MATTERS

President Townsend reminded the Board that next month's Board meeting will be at the Greene County Library.

FUTURE AGENDA ITEMS

Possible future agenda items include a report from the Fines and Fees Working Group, a FY26 Budget Update, and the Board self-evaluation. The next Board Meeting will be March 24, 2025 at the Greene County Library.

ADJOURNMENT

The meeting adjourned at 4:11pm.



grow. learn. connect

JEFFERSON-MADISON
REGIONAL LIBRARY

I move that JMRL deposit the third interim distribution of \$70,000 from the estate of J. Leonard Hartman to the Art and Jane Hess fund of the Friends of the library Family of Funds at the Charlottesville Area Community Foundation.

2025-2026 SCHEDULE OF LIBRARY CLOSINGS

(p)	July 4, 2025	Friday	Independence Day
(p)	September 1, 2025	Monday	Labor Day
	October 13, 2025	Monday	All Staff Training Day
(p)	November 11, 2025	Tuesday	Veterans Day
(p)	November 27, 2025	Thursday	Thanksgiving Day
(p)	November 28, 2025	Friday	Day after Thanksgiving
(p)	December 24, 2025	Wednesday	Christmas Eve
(p)	December 25, 2025	Thursday	Christmas Day
(p)	December 26, 2025	Friday	Day after Christmas
(p)	January 1, 2026	Thursday	New Year's Day
(p)	January 19, 2026	Monday	Martin Luther King, Jr. Day
(p)	February 16, 2026	Monday	Presidents' Day
	April 5, 2026	Sunday	Easter (Central Library)
(p)	May 25, 2026	Monday	Memorial Day
(p)	June 19, 2026	Friday	Juneteenth

- (p) Indicates staff paid holidays.
- If a paid holiday falls on a staff member's non-work day, the staff member will be given compensatory time off to be used during the fiscal year at their supervisor's discretion.
- In addition to the above 13 paid holidays, eligible staff receive 2 personal days. New regular staff members are eligible for personal days after 90 days of service.
- Library closes at 5:00 p.m. on Thanksgiving Eve & New Year's Eve.
- **Central Sunday Openings:** September 8, 2025 thru May 17, 2026 (Sunday after Labor Day through Sunday before Memorial Day weekend).

#1

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Friday, February 28, 2025 9:23:49 AM
Last Modified: Friday, February 28, 2025 12:12:30 PM
Time Spent: 02:48:41
IP Address: 71.63.75.240

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Yes**
 - integrating new members into the team as quickly as possible? **Yes**
 - participating in continuing education? **Yes**
 - providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Yes**
 - performing an annual self-evaluation of board operations? **Yes**
 - providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
 - touring all facilities at least once a year? **Yes**
-

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

annually reviewing and approving the mission statement? **Yes**

annually reviewing yearly objectives/work plan? **Yes**

annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**

having board committees work and produce results? **Yes**

operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

Achieving consensus and expressing wishes of our constituents

Q6

Respondent skipped this question

In which of the major categories above does the board need improvement?

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

Fund raising

#2

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 03, 2025 2:50:33 PM
Last Modified: Monday, March 03, 2025 2:53:31 PM
Time Spent: 00:02:58
IP Address: 71.219.42.66

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Yes**
- integrating new members into the team as quickly as possible? **Yes**
- participating in continuing education? **Yes**
- providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Yes**
- performing an annual self-evaluation of board operations? **Yes**
- providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
- touring all facilities at least once a year? **Yes**

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

annually reviewing and approving the mission statement? **Yes**

annually reviewing yearly objectives/work plan? **Yes**

annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**

having board committees work and produce results? **Yes**

operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

Strong in all categories

Q6

In which of the major categories above does the board need improvement?

None at this time

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

We already have a diverse set of skills represented

#3

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 10, 2025 9:49:14 PM
Last Modified: Wednesday, March 12, 2025 10:28:51 AM
Time Spent: Over a day
IP Address: 216.126.35.165

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- integrating new members into the team as quickly as possible? **Yes**
 - participating in continuing education? **Yes**
 - providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Yes**
 - performing an annual self-evaluation of board operations? **Yes**
 - providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
 - touring all facilities at least once a year? **Yes**
-

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Anything else you'd like to tell us about this topic or question?

If a particular Board Member has any questions about an agenda item, further research is done and topic brought back to the full Board for a vote at a later time.

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

- annually reviewing and approving the mission statement? **Yes**
- annually reviewing yearly objectives/work plan? **Yes**
- annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**
- having board committees work and produce results? **Yes**
- operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

I think that the a real strength of the board is their commitment to improving library services.

Q6

In which of the major categories above does the board need improvement?

I think that the board as a whole is doing a good job, but I guess their is always room for improvement.

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

Although diversity has become a "bad" word lately, I think that it has been beneficial that the board members come from differing backgrounds and prospective. Good communication and listening skills are important. Respect for each other and a mind that is open enough to hear another's point of view. A good sense of humor can be helpful at times too.

#4

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 17, 2025 5:46:03 PM
Last Modified: Monday, March 17, 2025 5:54:36 PM
Time Spent: 00:08:32
IP Address: 216.126.34.82

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Yes**
- integrating new members into the team as quickly as possible? **Yes**
- participating in continuing education? **Yes**
- providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Yes**
- performing an annual self-evaluation of board operations? **Yes**
- providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
- touring all facilities at least once a year? **Yes**

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

annually reviewing and approving the mission statement? **Yes**

annually reviewing yearly objectives/work plan? **Yes**

annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**

having board committees work and produce results? **Yes**

operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

Planning- committee work- working on the Central Library project

Q6

In which of the major categories above does the board need improvement?

none

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

Respondent skipped this question

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

#5

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 17, 2025 8:30:58 PM
Last Modified: Monday, March 17, 2025 8:52:49 PM
Time Spent: 00:21:50
IP Address: 172.59.113.66

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Yes**
- integrating new members into the team as quickly as possible? **Yes**
- participating in continuing education? **Yes**
- providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Yes**
- performing an annual self-evaluation of board operations? **Yes**
- providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
- Anything else you'd like to tell us about this topic or question? **I feel we have done a great job of being able to tour the facility at the conclusion of our monthly meetings but since we don't meet at every library each year, I can not answer Yes to the previous question.**

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

annually reviewing and approving the mission statement? **Yes**

annually reviewing yearly objectives/work plan? **Yes**

annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**

having board committees work and produce results? **Yes**

operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

Utilizing committees that include both library personnel and trustees to bring recommendations to the whole board.

Q6

Respondent skipped this question

In which of the major categories above does the board need improvement?

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

Respondent skipped this question

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

#6

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Monday, March 17, 2025 11:43:03 PM
Last Modified: Monday, March 17, 2025 11:48:11 PM
Time Spent: 00:05:07
IP Address: 64.99.240.79

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Not Enough Info**
- integrating new members into the team as quickly as possible? **Yes**
- participating in continuing education? **Yes**
- providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Not Enough Info**
- performing an annual self-evaluation of board operations? **Yes**
- providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
- touring all facilities at least once a year? **No**

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

annually reviewing and approving the mission statement? **No**

annually reviewing yearly objectives/work plan? **No**

annually reviewing progress toward the long-range plan and modifying the long-range plan? **No**

having board committees work and produce results? **Yes**

operating from opportunity rather than crisis to crisis? **Yes**

Q5

Respondent skipped this question

In which of the major categories above does the board show real strengths?

Q6

In which of the major categories above does the board need improvement?

"annually reviewing progress toward the long-range plan and modifying the long-range plan": I feel this could be a regular activity of the 5-year plan committee. To the extent that we incorporate identifiable progress measures in the plan, these could be reviewed regularly.

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

Respondent skipped this question

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

#7

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Thursday, March 20, 2025 3:49:04 PM
Last Modified: Thursday, March 20, 2025 3:55:09 PM
Time Spent: 00:06:05
IP Address: 75.145.246.45

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Yes**
 - integrating new members into the team as quickly as possible? **Yes**
 - participating in continuing education? **No**
 - providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **No**
 - performing an annual self-evaluation of board operations? **Yes**
 - providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
 - touring all facilities at least once a year? **Yes**
-

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

- annually reviewing and approving the mission statement? **Yes**
- annually reviewing yearly objectives/work plan? **Yes**
- annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**
- having board committees work and produce results? **Yes**
- operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

Board members are encouraged to express their views on a variety of topics and feel safe to do so. Decisions are made through consensus.

Q6

In which of the major categories above does the board need improvement?

The board meetings always include a continuing education topic but maybe additional continuing ed. outside of the board meetings could be helpful on a volunteer basis.

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

Respondent skipped this question

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

#8

COMPLETE

Collector: Web Link 1 (Web Link)
Started: Sunday, March 23, 2025 6:09:21 PM
Last Modified: Sunday, March 23, 2025 6:14:00 PM
Time Spent: 00:04:39
IP Address: 64.99.246.241

Page 2: Board Preparation

Q1

Does our Board prepare to do its job by:

- conducting a thorough orientation for all new board members? **Yes**
 - integrating new members into the team as quickly as possible? **Yes**
 - participating in continuing education? **Yes**
 - providing regular board development activities for all board members (such as Center for Non-Profit Excellence or Virginia Library Association board growth opportunities)? **Not Enough Info**
 - performing an annual self-evaluation of board operations? **Yes**
 - providing all board members with copies of the mission statement, bylaws, ordinance, plan, library laws, and all other important documents of the library? **Yes**
 - touring all facilities at least once a year? **Yes**
-

Page 3: Meetings

Q2

Does our Board ensure good meetings by:

- limiting most meetings to two hours or less? **Yes**
- providing a comfortable meeting room conducive to business? **Yes**
- convening and adjourning on time? **Yes**
- having the board president lead the meetings? **Yes**
- sticking to the prepared agenda? **Yes**
- ensuring the board has enough information to make decisions? **Yes**
- working for consensus rather than fighting for a majority? **Yes**
- discussing issues cordially, avoiding personal attack? **Yes**
- following a business-like system of parliamentary rules? **Yes**
- including the director as a resource for all deliberations? **Yes**
- confining all discussion to policy issues and avoiding management issues? **Yes**
- encouraging all board members to participate in discussion and not letting one or two persons dominate? **Yes**

Page 4: Individual Trustees

Q3

Do you as an individual Board member:

- Attend at least 90% of all Board meetings and committee meetings to which you are assigned? **Yes**
- come to meetings prepared? **Yes**
- come to meetings on time? **Yes**
- feel free to express even dissenting viewpoints? **Yes**
- leave meetings with a feeling of accomplishment? **Yes**
- see yourself as part of a team effort? **Yes**
- act as advocates for the library? **Yes**
- know your responsibilities as a board member of the library? **Yes**
- attempt to exercise authority only during official meetings of the board? **Yes**
- represent the broad interests of the library and all constituents, not special interests? **Yes**
- understand that the most effective way to govern is to delegate management to the director? **Yes**

Page 5: Planning

Q4

Does the Board plan for the future of the library by

- annually reviewing and approving the mission statement? **Yes**
- annually reviewing yearly objectives/work plan? **Yes**
- annually reviewing progress toward the long-range plan and modifying the long-range plan? **Yes**
- having board committees work and produce results? **Yes**
- operating from opportunity rather than crisis to crisis? **Yes**

Q5

In which of the major categories above does the board show real strengths?

Committee meetings work well together and report back to the board their findings in a comprehensive way.

Q6

In which of the major categories above does the board need improvement?

I think we could always use more chances to work from opportunities rather than reacting to crises

Q7

Respondent skipped this question

List any other questions or comments in the space provided below.

Q8

What are ten skill sets not described above that would be beneficial to have represented on JMRL's Board?

Is this part of a different section?