

Jefferson-Madison Regional Library

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

APPROVED

MINUTES OF THE APRIL 28, 2025 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
Yulita Ellis, Nelson Memorial Library 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, April 28, 2025 at 3:00 PM, at the Nelson Memorial Library (8521 Thomas Nelson Highway, Lovingson, VA 22949), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=tec02jzcGC8>.) Trustee Childs moved that Trustee Meredith Cole's request to attend today's meeting of the JMRL Board remotely due to a temporary or permanent disability or other medical condition that prevents their physical attendance be approved. Motion passed unanimously. Trustee Hemenway moved to accept the minutes for the March 24, 2025 Board Meeting as presented. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Yulita Ellis, Nelson Memorial Library Branch Manager, welcomed those in attendance and announced there would be a tour of the Nelson Memorial Library after the Board Meeting. Director Plunkett announced that he and President Townsend attended a meeting that Senator Kaine held at the Montgomery-Floyd Regional Library to discuss the closure of the Federal Institute for Museum and Library Services (IMLS). Director Plunkett shared with the Board that the Library of Virginia received notification that some amount of the federal funding known as Grants to States Funding is still coming through; the services JMRL was concerned about losing due to the lack of IMLS funding will be funded for at least another year. Director Plunkett thanked the Friends of the Library for their record-breaking Spring Book Sale, with special thanks to Peter Manno and Austin Connor. No public comments.

TRUSTEE CONTINUING EDUCATION

NA

COMMITTEE APPOINTMENTS AND REPORTS

1. Fines and Fees Working Group Report

The Fines and Fees Working Group met and reviewed different reports collected to identify information regarding the benefits or negatives about removing late fees. The Fines and Fees Working Group will meet again on May 12, 2025. Discussion ensued. Automatic renewals will be discussed by the Board during the May 19, 2025 Board Meeting.

2. Technology Committee Report

Trustee Morville reported that the Technology Committee met and received technology updates from JMRL staff Kayla Payne, Sara Elizabeth, and Fred Hylton. The Technology Committee discussed the Committee scope and purpose, and

Director Plunkett gave an update on JMRL IT budgeting. Trustee Morville highlighted for the Board the issue of compensation for all of JMRL staff, but specifically the IT department. Trustee Morville proposed adding to a future Board Agenda a discussion around lifting JMRL's payscale to a competitive level more quickly and what it would mean for the Board to be more proactive on this issue. The Technology Committee also made some suggested edits to JMRL Policy 1.23 (JMRL Board Committees), which will go to the Policy Committee after some wordsmithing.

3. Policy Committee Report

The Policy Committee met prior to the Board meeting and discussed Policy 4.41 (Bookmobile), which will be presented to the Board for a first reading in New Business. The Policy Committee also discussed Policy 2.44 (Employment References), which is still undergoing review.

OLD BUSINESS

1. Strategic Plan Review

Trustee Cole and Director Plunkett met and discussed JMRL's progress on Strategic Plan goals in the Implementation Plan. Director Plunkett shared with the Board JMRL's Strategic Implementation Plan progress updates.

NEW BUSINESS

1. Potential First Reading of Policy 4.41 (Mobile Library Services (Bookmobile))

Policy 4.41 (Mobile Library Services (Bookmobile)) was presented to the Board for a first reading. Policy 4.41 (Mobile Library Services (Bookmobile)) will be presented to the Board next month for a second reading.

2. Potential Motion for Acceptance of Virginia Commission for the Arts Grant

Trustee Ledford moved that JMRL accept the Virginia Commission for the Arts granted allocation of up to \$1300 and authorize the expenditure of that funding to support Children's programming. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported Charlottesville has adopted their FY26 Budget, which includes full funding for JMRL. Louisa County will vote on their FY26 Budget this evening, Albemarle County will vote on May 7, 2024, Greene County will vote May 13, 2025, and Nelson County will vote June 10, 2025. JMRL staff are completing a Draft FY26 Equipment Budget. The Board's Budget/Finance Committee will meet May 8, 2025 and craft a recommendation for the full Board to review at the May 19, 2025 Board meeting. Director Plunkett shared a note with the Board from an AARP volunteer doing tax aid at the Louisa County Library. JMRL's How-To Festival at the Central Library will take place Saturday, May 3, 2025. Director Plunkett shared with the Board information on the delay in materials from JMRL's primary vendor. The Central Library's fire pump is currently being replaced. In the meantime, the Central Library is under a Fire Watch while the fire suppression system is down over the next few weeks. A new HVAC system is also being installed in the Central Library Lab. Director Plunkett reported on the changes to JMRL's Summer Reading Program, which begins May 29, 2025.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a Continuing Education from Fred Hylton on Monticello Avenue, a Fines and Fees Working Group report, a Budget/Finance Committee report, a second reading of Policy 4.41 (Mobile Library Services (Bookmobile)), automatic renewals discussion, the Director's Annual Review, and a discussion of JMRL's Board and Budget Schedule for FY26. The next Board Meeting will be May 19, 2025 at the Central Library.

ADJOURNMENT

The meeting adjourned at 4:25pm.
