

Jefferson-Madison Regional Library

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

APPROVED

MINUTES OF THE MAY 19, 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)

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

OTHERS PRESENT

David Plunkett, Library Director
Jerry Carchedi, Business Manager
Fred Hylton, Supervising Technology Services Librarian

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, May 19, 2025 at 3:00 PM, at the Central Library (201 East Market St, Charlottesville, VA 22902), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=GbjSAF2sqmY>.) Trustee Childs moved to accept the minutes for the April 28, 2025 Board Meeting as presented. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

No announcements. No public comments.

TRUSTEE CONTINUING EDUCATION

Fred Hylton, JMRL's Supervising Technology Services Librarian, presented to the Board information on JMRL's Monticello Avenue, Digital Media Lab, and Makerspace Services. Discussion ensued.

COMMITTEE APPOINTMENTS AND REPORTS

1. Fines and Fees Working Group Report

The Fines and Fees Working Group met last week and continued to look over metrics. Trustee Polanowski reported that the Fines and Fees Working Group is prepared to support JMRL staff's recommendation for implementing Automatic Renewals, with a target date of July 1, 2025. Trustee Polanowski also reported that the working group is not yet ready to make a recommendation to remove fines. The Fines and Fees Working Group also had a brief discussion about the collection agency that JMRL currently uses and expressed an interest in its potential removal. The Fines and Fees Working Group will meet at least one more time. Automatic Renewals will be discussed by the Board in New Business.

2. Budget/Finance Committee Report

Trustee Childs reported that the Budget/Finance Committee met May 8, 2025 and reviewed the FY26 Equipment Budget. The Budget/Finance Committee is recommending the proposed FY26 Equipment Budget to the Board, which will get appended to the full FY26 Budget. The FY26 Budget will be voted on next month.

OLD BUSINESS

1. FY26 Board Meeting and Budget Schedule Discussion

Director Plunkett presented the FY26 Board Meeting and Budget Schedule to the Board. The Board recommended

changing the proposed December 29, 2025 meeting date to December 22, 2025. Trustee Ledford also recommended including the recurring Policy Committee meetings to the FY26 Board Meeting and Budget Schedule.

NEW BUSINESS

1. Second 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 last month. Trustee Hemenway moved to accept Policy 4.41 (Mobile Library Services (Bookmobile)). Motion passed unanimously.

2. Nominating Committee Discussion

Trustee Powers and Trustee Hemenway volunteered for the Nominating Committee. The Board will vote next month on officers for FY26. Director Plunkett reminded the Board that Committee assignments will also be named at the beginning of FY26 by the Board President.

3. Automatic Renewals Discussion and Potential Vote

Director Plunkett shared with the Board JMRL staff's proposal for Automatic Renewals, which has been recommended by the Fines and Fees Working Group. Director Plunkett stated that items not eligible for Automatic Renewal include items on hold for another patron, items at the end of a renewal cycle (9 weeks total checkout), and non-renewable items such as bestseller copies and ILL items. Director Plunkett shared potential pros and cons of Automatic Renewals. Trustee Childs moved to go with JMRL's staff recommendation to turn on Automatic Renewals for eligible items as of July 1, 2025. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that the final state aid estimate for FY26 saw a decrease of around \$90,000, which will be reflected in JMRL's FY26 Budget presented to the Board next month for a vote. Director Plunkett reported that four of JMRL's five partnered jurisdictions have voted for their FY26 Budget, which includes full funding for JMRL. Nelson County will vote on their FY26 Budget on June 10, 2025. JMRL's Summer Reading is gearing up at all locations; there will be Summer Reading Kickoff programs at all branches. Director Plunkett announced that the NAACP Scholarship Committee selected two finalists this year for the NAACP/JMRL Internship, thanks to the Friends of the Library: Alyssa Wood, who will intern at the Louisa County Library, and Nulia Obiorah, who will intern at the Northside Library.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a vote on JMRL's FY26 Budget, a Policy Committee report, a potential Fines and Fees Working Group report, a possible Continuing Education, and a vote on Board Officers for FY26. The next Board Meeting will be June 23, 2025 at the Northside Library.

CLOSED SESSION FOR ANNUAL DIRECTOR EVALUATION

Trustee Ledford read the motion to enter a Closed Session. Motion passed unanimously.

RETURN TO OPEN SESSION

President Townsend read the Certification of Closed Meeting Resolution. All Trustees voted "aye," with Trustee Childs being absent. Trustee Powers moved that the Board renew the Library Director's contract for a period of one year with the same terms and conditions, including a cost of living raise that is equal to the cost of living raise other staff members are receiving. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 5:09 pm.

Jefferson-Madison Regional Library

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

MOTION: That the Library Board go into a Closed Meeting pursuant to the Code of Virginia, Section 2.2-3711, subsection A.1, to discuss the performance evaluation and employment contract of the Library Director.

MEETING DATE: 05/19/2025

RESOLUTION NO.: 1

CERTIFICATION OF CLOSED MEETING

WHEREAS, the Jefferson-Madison Regional Library's Board of Trustees has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3711 of the Code of Virginia requires a certification by this Jefferson-Madison Regional Library's Board of Trustees that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Jefferson-Madison Regional Library's Board of Trustees hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed, or considered by the Jefferson-Madison Regional Library's Board of Trustees.

VOTE:

AYES

NAYES

ANTHONY TOWNSEND

Anne Bryan Hemerway

ifurched bl

Peter Moull

Antony

Martha Sedford

Brandy Blum

ABSENT DURING VOTE:

ALETA CHILDS

ABSENT DURING MEETING:

ALETA CHILDS

Tony Townsend, President

Jefferson-Madison Regional Library's Board of Trustees