

# Jefferson-Madison Regional Library

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

## APPROVED

### MINUTES OF THE OCTOBER 27, 2025 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

#### TRUSTEES PRESENT

President Aleta Childs (Nelson)  
Meredith Cole (Charlottesville)  
Tony Townsend (Albemarle)  
Michael Powers (Albemarle)

Vice President Brandy Polanowski (Louisa)  
Martha Ledford (Greene)  
Peter Morville (Albemarle)  
Anne Hemenway (Charlottesville)  
Siri Russell (Charlottesville)

#### OTHERS PRESENT

David Plunkett, Library Director  
Jerry Carchedi, Business Manager

Krista Farrell, Assistant Library Director

---

#### 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 27, 2025 at 3:02 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://youtu.be/kOQNgX5qbHU?si=4b6-7CMibLNtbXu5>.) Trustee Hemenway moved that Trustee Michael Powers request to attend today's meeting of the JMRL Board remotely due to a personal matter, specifically travel, be approved. Motion passed unanimously. Trustee Ledford moved to accept the minutes for the September 22, 2025 Board Meeting as presented. Motion passed unanimously.

#### ANNOUNCEMENTS AND PUBLIC COMMENTS

No public comments.

#### TRUSTEE CONTINUING EDUCATION

Jerry Carchedi, JMRL's Business Manager, presented to the Board JMRL's Budget and Financial Cycle.

Trustee Hemenway moved that Trustee Siri Russell's request to attend today's meeting remotely, due to a personal matter, specifically childcare, be approved. Motion passed unanimously.

#### COMMITTEE APPOINTMENTS AND REPORTS

##### *1. Policy Committee Report*

The Policy Committee met prior to the Board meeting and discussed Policy 4.6 (Makerspaces), Policy 1.23 (JMRL Board Committees) and Policy 1.7 (Records Retention) which will all be presented to the Board for a first reading in New Business. The Policy Committee also discussed Policy 2.9 (Volunteers) and Policy 5.7 (Audio-Visual Equipment Use) which are up for review in December.

##### *2. Personnel Committee Report*

Trustee Polanowski reported that the Personnel Committee met on September 30th. The Committee found all of the personnel requests to be important, but selected seven to focus on and put forth to the Budget Committee. These requests will be discussed in New Business.

## **OLD BUSINESS**

N/A.

## **NEW BUSINESS**

### *1. FY 27 Budget Discussion of Personnel Committee Recommendations*

Director Plunkett reported that the pre-budget planning meeting was held with the executive arm of JMRL's five jurisdictional partners on October 10th, as is done annually in accordance with JMRL's regional agreement. Trustee Polanowski reported that the Personnel Committee's top budget priority remains to continue positive progress on JMRL's pay scale. Additional priorities are the addition of a 25 hr Web Content specialist; add 8 hours to a Bookmobile specialist position to bring Bookmobile service to Greene County if desired and funded; additional branch support hours at the Louisa County Library; reclassifying two support positions in the Makerspace to Specialist positions; additional substitute hours at the Northside Library and a new 20 hr. Branch Specialist position at the Northside Library. When the Budget/Finance Committee meets on Thursday, October 30th at Gordon Ave. Library they will discuss the costs of each of these priorities.

2. *First Readings of JMRL Policies 1.23 (JMRL Board Committees), 1.7 (Records Retention), and 4.6 (Makerspaces)*  
JMRL Policies 1.23 (JMRL Board Committees), 1.7 (Records Retention), and 4.6 (Makerspaces) were all presented to the Board for a first reading.

## **LIBRARY DIRECTOR'S REPORT**

Director Plunkett reported that Fall JMRL Friends of the Library book sale set a new record of \$183,501. Many thanks to the Friends of the Library. Director Plunkett announced that JMRL is filling two open management positions with Maggie Bond as the new Adult Programming and Reference Manager and Jeremy Ljunggren as the Collections and Technology Manager. They will both be starting in mid to late January. Special thanks to Trustees Ledford and Polonowsky for coming to JMRL's All Staff Training Day this year at the Hillsdale Conference Center. Highest feedback for sessions "Trends in Publishing" put together by JMRL selectors Meredith Dickens, Heather Pehne and Megan Smead and "De-escalation and Self- Defense" put on by Brittany Eversberg, Dylan Padilla and Eric Buckenmeyer. Relevant to the Central Library renovation project, Director Plunkett met with and offered Central Library tours to new City Councilor candidate, Jen Fleisher, and Albemarle County's Board of Supervisor candidate Sally Duncan (and Jane Kulow). FY27 has Architecture & Engineering costs for the project and the City and Albemarle County both have those costs in their current plans. After next week's election Director Plunkett will reach out to the remaining newly elected Albemarle supervisor. If you are at the Central Library look at the Children's Department new service desk which was funded by the Friends of the Library endowment fund.

## **OTHER MATTERS**

N/A

## **FUTURE AGENDA ITEMS**

Possible future agenda items include second readings and potential vote on Policies 1.23 (JMRL Board Committees), 1.7 (Records Retention), and 4.6 (Makerspaces) a committee report from the Budget/Finance Committee and a vote on the JMRL FY27 Draft Budget. Continuing Education could be from Crozet staff or the Employee Handbook endorsement. The next Board Meeting will be November 17th, 2025 at the Crozet Library.

## **ADJOURNMENT**

The meeting adjourned at 3:52pm.