

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE MAY 18, 2026 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)

OTHERS PRESENT

David Plunkett, Library Director
Sierra Nafziger, Collection Specialist
Audrey Parks, Gordon Avenue Branch Manager

Krista Farrell, Assistant Library Director
Megan Smean, Children's Services Manager
Jerry Carchedi, Business Manager

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 18, 2026 at 3:00 PM, at the Gordon Avenue Library (1500 Gordon Avenue, Charlottesville, VA 22903), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=cx1WatpQJzY>.) Trustee Ledford moved to accept the minutes for the April 27, 2026 Board Meeting as presented. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Director Plunkett introduced Audrey Parks, Gordon Avenue Library's new Branch Manager.

TRUSTEE CONTINUING EDUCATION

Megan Smean, JMRL's Children's Services Manager, presented to the Board information on JMRL's Summer Reading Preparation.

COMMITTEE APPOINTMENTS AND REPORTS

1. Technology Committee Report

Trustee Morville reported that the Technology Committee met and discussed two major topics: website enhancements timeline & planning, and artificial intelligence strategy for JMRL. JMRL will work with interns from UVA this summer as part of the AI4VA project. The Board reviewed the presented JMRL Web Strategy Roadmap.

2. Budget/Finance Committee Report

Trustee Townsend reported that the Budget/Finance Committee met April 29, 2026 at the Central Library and discussed the proposed FY27 Equipment Fund and made a few minor description changes. The Budget/Finance Committee is recommending to the Board to approve the FY27 Equipment Budget. The Budget/Finance Committee also discussed the three year financial plan to replace the ~\$100,000 funding of overdue fine revenue, as JMRL goes Fine Free starting FY27: Year 1) 50% from JMRL's Fund Balance, 25% from the Friends of the Library Endowment, and 25% from State Aid, Year 2) 33% from JMRL's Fund Balance, 33% from the Friends of the Library Endowment, and 33% from State Aid, & Year 3) 50% from the Friends of the Library and 50% from State Aid. The FY27 Equipment Fund will be appended to the full FY27 JMRL Budget, which the Board will vote on next month.

OLD BUSINESS

1. FY27 Budget Update

Director Plunkett reported that four of JMRL's five jurisdictional partners have voted for their FY27 Budget, which includes full funding for JMRL. Nelson County will vote on their FY27 Budget in June. Director Plunkett reminded the Board of the importance that a quorum be met at the June meeting in order to vote on the FY27 Budget. State Aid's FY27 Budget is still in negotiations, but JMRL anticipates funding for the amount already included in the JMRL FY27 Budget. Any changes will be reflected in the JMRL FY27 Budget in the June meeting handouts, as well as the JMRL Fund Infographic for FY27.

2. JMRL's Fine Free Metrics Baseline

Director Plunkett reminded the Board of JMRL's Fine Free Metrics which will help determine the baseline data for JMRL moving forward, after going fine free in FY27. The five metrics are 1) On Time Check-ins>Returns, 2) Hold Wait Times, 3) Collection Turnover Rate, 4) Differential in Blocked Cards, and 5) Differential in New Cards.

3. Potential Motion to Transfer Funds to Equipment Fund Balance

Trustee Cole moved that JMRL transfer up to \$50,000 from the Library's General Fund Fund Balance into the Library's Equipment Fund Fund Balance and authorize the expenditure of that funding for the support of library services. Motion passed unanimously.

NEW BUSINESS

1. Nominating Committee

President Childs announced that Trustee Ledford and Trustee Morville have agreed to make up the Board Nominating Committee. Trustee Morville announced that Trustee Polanowski has expressed interest in the Board President position and that Trustee Ledford expressed interest in the Board Vice President position.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that JMRL's FY25 Audit has been completed. Director Plunkett also reported that the JMRL FY25 Audit showed no deficiencies in internal controls and showed no money owed back to the jurisdictions. Director Plunkett stated that an auditor could be scheduled to appear before the Board to discuss the JMRL FY25 Audit findings, if the Board is interested. The Mont Ave Computer and Makerspace Center at the Central Library will be closed during the first week of June while a local artist and a group of teens paint a new mural on the Mezzanine. Northside Library hosted a kickoff party last week for Inkling Teen Zine, a collection of creative works by teen patrons, which had over 150 attendees. The Friends of the Library Family of Funds was highlighted in the Charlottesville Area Community Foundation Impact Report (cacfonline.org). JMRL is participating in AI4VA and should know who the contacts/interns are soon.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a final vote on the JMRL FY27 Budget, a vote for Board officers for FY27, a Policy Committee report, a vote on JMRL's Fines and Fees Schedule, a presentation of the Director Goals for FY27, and a PR plan overview for JMRL going fine free in FY27. The next Board Meeting will be June 22, 2026 at the Northside Library.

CLOSED SESSION FOR ANNUAL DIRECTOR EVALUATION

Trustee Hemenway moved 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 of the Library Director. Motion passed unanimously.

RETURN TO OPEN SESSION

President Childs read the Certification of Closed Meeting Resolution. All Trustees voted "aye." Trustee Polanowski moved that the Board renew the Library Director David Plunkett's contract for one year with a 2% raise. Motion passed unanimously.

ADJOURNMENT

Trustee Polanowski moved to adjourn the meeting at 5:02pm. Motion passed unanimously.
