

Jefferson-Madison Regional Library

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

APPROVED

MINUTES OF THE AUGUST 24, 2026 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Brandy Polanowski (Louisa)
Aleta Childs (Nelson)
Meredith Cole (Charlottesville)
Michael Powers (Albemarle)
Jennell Lynch (Charlottesville)

Vice President Martha Ledford (Greene)
Tony Townsend (Albemarle)
Peter Morville (Albemarle)
Anne Hemenway (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Sierra Nafziger, Collection Specialist
Maxwell Colvin, Business Manager

Krista Farrell, Assistant Library Director
Megan Smead, Children's Services Manager
Heather Pehnec, Young Adult Services 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, August 24, 2026 at 3:00 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://www.youtube.com/watch?v=QaC4r7UkL6c>.) Trustee Powers moved to accept the minutes for the July 27, 2026 Board Meeting as presented. Motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Director Plunkett congratulated Trustee Hemenway who has been reappointed to the Board by the City of Charlottesville until June 30, 2030. No public comments.

TRUSTEE CONTINUING EDUCATION

Heather Pehnec and Megan Smead, JMRL's Young Adult and Children's Services Managers, presented to the Board information on JMRL's 2026 Summer Reading Challenge.

COMMITTEE APPOINTMENTS AND REPORTS

1. Policy Committee Report

Trustee Powers reported that the Committee reviewed and discussed Policy 4.9 (Notary Public Services). A first reading of Policy 4.9 (Notary Public Services) will potentially be brought before the Board in either October 2026 or December 2026.

2. Friends Family of Funds at the Charlottesville Area Community Foundation Advisory Committee Report

Director Plunkett apprised the Board of the state of the funds and what decision the Friends Family of Funds at the Charlottesville Area Community Foundation Advisory Committee made for funding for FY27. The suggested expenditures for FY27 include \$250,000 to fund a new Bookmobile and library equipment.

OLD BUSINESS

1. Central Library Renovation Update

Director Plunkett thanked Trustee Hemenway and Jane Kulow, from the Friends of the Library Board, for working on the core of the fundraising committee for the Central Library Renovation project. The procurement decision making team, per the MOA between Charlottesville and Albemarle, will consist of two Charlottesville representatives (Leslie Burns and Scott Hendrix), two Albemarle representatives (Walter Harris and Audrey Storm), and Director Plunkett. The procurement decision making team will be in charge of choosing the Architecture and Engineering vendor for the renovation project.

JMRL's Dylan Padilla started working on information JMRL will share inside the Central Library to alert patrons to the Central Library Renovation Project. The soft launch for fundraising and feedback will begin in the next few weeks.

NEW BUSINESS

1. FY27 Friends Family of Funds Grant Acceptance

Trustee Townsend moved that JMRL accept the Friends Family of Funds at the Charlottesville Area Community Foundation's granted allocation of \$250,000 and authorize the expenditure of that funding for the purchase of a new Bookmobile and library equipment. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that the Federal Communications Commission (FCC) is talking about cutting funding to the E-Rate Program, which pays for a portion of internet connection and networking for schools and libraries. Director Plunkett will share with the Board information from the American Library Association, which will include where to make comments to the FCC in support of the E-Rate Program. JMRL and other public libraries and schools rely heavily on this funding. Starting September 3, 2026, the Bookmobile will begin making stops in Greene County. A new Bookmobile schedule pamphlet is currently in the works. Director Plunkett reminded the Board that on September 11, 2026, JMRL's Department and Branch Managers will be submitting personnel and operational requests for FY28. The Personnel Committee will meet after September 11, 2026. JMRL's staff Compensation Committee has met regularly to prepare a recommendation for the Personnel Committee to discuss. JMRL has recently started a Procedures Working Group that runs parallel to the Policy Committee, which will review and update current JMRL staff procedures. Director Plunkett reported that the column and roofing outside the Nelson Memorial Library has been fixed. The Nelson Memorial Library currently has the Virginia Museum of History and Culture's traveling VA250 exhibit "Give Me Liberty: Virginia and the Forging of a Nation." Northside will also have the Virginia Museum of History of Culture's "We the People" traveling VA250 exhibit.

OTHER MATTERS

Trustee Powers reminded the Board that they operate under Robert's Rules of Order for "small organizations" which do not require the seconding of motions.

FUTURE AGENDA ITEMS

Possible future agenda items include a Technology Committee report, a Continuing Education on the redundancy and security of JMRL's IT and Digital Services, a potential Personnel Committee report, and the Board setting budget objectives and guidelines for FY28. The next Board Meeting will be September 28, 2026 at the Northside Library.

ADJOURNMENT

Trustee Ledford moved to adjourn the meeting at 4:00pm. Motion passed unanimously.
