# Jefferson-Madison Regional Library

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# APPROVED

## MINUTES OF THE SEPTEMBER 28, 2026 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

**TRUSTEES PRESENT**

President Brandy Polanowski (Louisa)
Aleta Childs (Nelson)
Meredith Cole (Charlottesville)
Michael Powers (Albemarle)
Vice President Martha Ledford (Greene)
Tony Townsend (Albemarle)
Anne Hemenway (Charlottesville)

**TRUSTEES ABSENT**

Jennell Lynch (Charlottesville)
Peter Morville (Albemarle)

**OTHERS PRESENT**

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

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**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, September 28, 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=85IikGiIlug.) Trustee Hemenway moved that Aleta Childs' and Martha Ledford's request to attend today's meeting of the JMRL Board remotely from Nelson County and Greene County, respectively, due to family member's medical conditions that require members to provide care, be approved. Motion passed unanimously. Trustee Hemenway moved to approve the minutes for the August 24, 2026 Board Meeting. Motion passed unanimously.

**ANNOUNCEMENTS AND PUBLIC COMMENTS**

Director Plunkett announced the new state law (2.2-3707) affecting local governance and Board operations: Public bodies may not take any final action on items added to the agenda after the meeting starts. No public comments.

**TRUSTEE CONTINUING EDUCATION**

Director Plunkett presented to the Board information on the Friends of the Library.

**COMMITTEE APPOINTMENTS AND REPORTS**

1. *Technology Committee Report*

The Technology Committee met and discussed JMRL's AI adoption and the AI4VA student project that occurred over the summer. The Technology Committee also discussed JMRL's calendaring software and workflow. JMRL's Tech Assets, Redundancy, and Security will be the topic for Board Continuing Education next month.

**OLD BUSINESS**

1. *Central Library Renovation Update*

Director Plunkett met with the team that will be leading the RFP (Request for Proposal) process, for design work, of the Central Library Renovation. The team consists of two City of Charlottesville employees, two Albemarle County employees, and Director Plunkett. The City Facilities Management has applied to the City Council schedule to request CMAR (Construction Manager at Risk) capability on the Central Library Renovation project, at the City Council's October 19, 2026 meeting. This would allow for the Construction Manager of the project to be identified and contracted during the Architecture and Engineering (A&E) phase of the project, and worked with as a consultant during this phase. The City of

Charlottesville has said it will take at least 4-5 months to close out any A&E schematic design phase. Director Plunkett also met with the Charlottesville Area Community Foundation to discuss how best to plan and leverage the existing Central Library fund's project. Director Plunkett met with the contractors for the Shannon Library at UVA to hear about experiences renovating an historic library in Charlottesville. Trustee Hemenway will be meeting with the Paramount to hear about their experiences during renovation.

2. *Potential Motion to Accept Louisa County Library Foundation Grant*

Trustee Cole moved that JMRL accept the Louisa Library Foundation's granted allocation of $25,000 and authorize the expenditure of that funding for the purchase of books and materials at the Louisa County Library. Motion passed unanimously.

3. *Potential Motion to Accept Virginia Commission for the Arts (VCA) Virginia Touring Artist Grant*

Trustee Cole moved that JMRL accept the Virginia Commission for the Arts Virginia Touring Grants allocation of $600 and authorize the expenditure of that funding for the support of library services. Motion passed unanimously.

**NEW BUSINESS**

1. *FY28 JMRL Budgetary Priorities*

Director Plunkett presented suggestions for potential JMRL Board Budget Priorities for FY28, which included 1) Secure funding to continue positive progression on JMRL's pay scale, 2) Secure funding to maintain current levels of library service in the region, 3) Secure funding for FY27 equipment needs, and 3) Secure funding for FY28 equipment needs. The Personnel Committee will be meeting later this week. The Budget Committee will be meeting in October. JMRL's Compensation Committee will be recommending to the Personnel Committee that JMRL undergo a fresh salary study. Trustee Powers moved that the Board endorse the Budget Priorities as presented. Motion passed unanimously. JMRL will meet with executive departments from Charlottesville, Albemarle, Greene, Louisa, and Nelson for a pre-budget meeting, which will be held October 14, 2026. Director Plunkett will report back to the Board on the pre-budget meeting during the October 2026 Board meeting.

**LIBRARY DIRECTOR'S REPORT**

Director Plunkett reported that the Friends of the Library book sale starts Friday, October 2, 2026, which will be Member's Night, and will run through October 11, 2026. October 10th and 11th will be the book sale's half price day. All JMRL branches will be closed on October 12, 2026 for JMRL's annual All-Staff Training Day, which will be held at the Hillsdale Conference Center; Trustees are invited to attend. The annual Virginia Library Association's (VLA) conference will be in Norfolk on October 18-20, 2026. Members of JMRL staff will be attending the VLA Conference, with some staff presenting. All Trustees are VLA members and are invited to attend the VLA conference. JMRL's Bookmobile and Outreach Services Manager, Camille Thompson, will be attending the Association of Bookmobile and Outreach Services Conference in Columbus, OH. Camille will be looking to get a concrete sense of what model vehicle JMRL needs for Bookmobile services moving forward. The Crozet Library is in full swing getting ready for the Crozet Book Festival, which is Saturday October 24, 2026. The Bookmobile will also be attending the Crozet Book Festival. Director Plunkett shared with the Board new JMRL trifold welcome pamphlets. The locker add-ons, funded by the Friends of the Library last year, are ready to be installed at Greene and Louisa libraries, which should be completed later this week.

**OTHER MATTERS**

NA

**FUTURE AGENDA ITEMS**

Possible future agenda items include a Continuing Education on Technology, a Personnel Committee report, a Policy Committee report, a potential first reading on JMRL's Notary Policy, and a Budget Committee report. The next Board Meeting will be October 26, 2026 at the Northside Library.

**ADJOURNMENT**

Trustee Cole moved to adjourn the meeting at 3:51pm. Motion passed unanimously.