

Jefferson-Madison Regional Library

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

APPROVED

MINUTES OF THE MAY 22, 2023 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Tony Townsend (Albemarle)
Meredith Cole (Charlottesville)
Wendy Wheaton Craig (Louisa)
Michael Powers (Albemarle)

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

TRUSTEES ABSENT

Kathy Johnson Harris (Charlottesville)

Thomas Unsworth (Albemarle)

OTHERS PRESENT

David Plunkett, Library Director

Krista Farrell, Assistant Library Director
Sierra Hammons, 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 22, 2023 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=FA0PRhJB040&t=2s>.) Trustee Childs moved to accept the minutes for the April 24, 2023 Board Meeting as amended. The motion passed unanimously, with Trustee Hemenway not yet present.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Director Plunkett announced that JMRL's Business Manager, AJ Mosley is leaving JMRL. The open Business Manager position has been posted on the City of Charlottesville Job Board. No public comments.

TRUSTEE CONTINUING EDUCATION

Director Plunkett presented to the Board JMRL's report on Interlibrary Loan (ILL) Overdue Fines and Fees Data, which included data covering the last 20 years.

COMMITTEE APPOINTMENTS AND REPORTS

1. Five Year Plan Committee Report

Trustee Cole reported that the Five Year Plan Committee met last week, with reports from each of the five subcommittees. Director Plunkett reported that the staff survey was sent out late last week. The subcommittees will meet in June to go over staff survey results and the full committee will meet again in July. JMRL's current Five Year Plan expires at the end of June 2024. The Board will vote on the new Five Year plan in spring of next year. The committee is looking to send out the public survey late summer or early fall of this year.

2. Budget/Finance Committee Report

Trustee Craig reported that the Budget/Finance Committee met to discuss the proposed FY24 JMRL Equipment Budget requests. The Budget/Finance Committee is recommending to the Board to approve the FY24 JMRL Equipment Budget, and append it to the FY24 Operating Budget Draft. Director Plunkett stated that some requests from managers were pulled out as special projects that JMRL will ask the Friends of the Library Foundation to consider funding this summer. Trustee Ledford moved to approve the FY24 Equipment Budget as reviewed by the Budget/Finance Committee. Motion passed unanimously.

3. Library Name Working Group Report

Director Plunkett presented to the Board the JMRL Name Working Group Final Report, which included a comprehensive summary of feedback received from the public and staff, as well as a recommendation for a potential Draft Library Name Review Procedure that the Library could refer to at such a time as Charlottesville, Albemarle, Greene, Louisa, and Nelson either revise the Regional Agreement to cede naming authority to JMRL or jointly make a specific request that JMRL review the name of the Library. President Townsend stated the Board will now consider the Library Working Group closed. The JMRL Name Working Group Final Report will be available to the public on the JMRL Library Name webpage (jmrl.org/libraryname).

4. Nominating Committee Report

Trustee Craig reported that the Nominating Committee would like to nominate the current office holders for their positions again for next year.

NEW BUSINESS

1. Proposed Central Library Renovation Working Group Discussion

Director Plunkett shared that in JMRL's existing Five Year plan, Goal #6 Objective #2 states "In FY23, create a workgroup comprised of trustees, staff, Friends of the Library, community members, and Charlottesville & Albemarle staff to plan and advocate for the renovation of the Central Library." Trustee Hemenway and President Townsend volunteered to be part of a Central Library Renovation Working Group.

OLD BUSINESS

1. Review and Potential Vote on Policy 4.224 (Confidentiality of Patron Records)

Policy 4.224 (Confidentiality of Patron Records) was presented to the Board for a first reading last month. Trustee Childs moved to accept the revised Policy 4.224 (Confidentiality of Patron Records). Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that JMRL has received full funding for the proposed FY24 Budget from 4 of the 5 jurisdictions. Nelson County is looking at a proposal which includes full funding for JMRL, and will vote later this month or in June. Bookmobile services will be expanded to Louisa County, and potentially Nelson County. JMRL had a successful "How-To Festival " at the Central Library, which is held annually each spring. JMRL's Summer Reading Kickoffs will be happening at each branch. Director Plunkett announced that Nhandi Hoge has been selected as JMRL's NAACP scholarship winner and intern.

OTHER MATTERS

Director Plunkett announced that JMRL is the recipient of a bequest from the estate of J. Leonard Hartman, from Albemarle County, who passed away last year, in the amount of \$30,000. Director Plunkett's recommendation to the Board is that the check be deposited in the Art and Jane Hess fund of the Friends of the Library Family of Funds at the Charlottesville Albemarle Community Foundation. Trustee Ledford moved that JMRL deposit this bequest of \$30,000 from the estate of J. Leonard Hartman to the Art and Jane Hess fund of the Friends of the Library Family of Funds at the Charlottesville Area Community Foundation. Motion passed unanimously.

FUTURE AGENDA ITEMS

Possible future agenda items include a continuing education from Catherine Fae (JMRL's Reference & Adult Services Manager) on JMRL's Reference Liaison Program, a vote on JMRL's FY24 Budget, potential first readings of Policies 2.1 and 2.11 (Public Employees' Code of Ethics and Library Employees' Code of Ethics), a committee report from the Policy Committee, and a potential vote on a slate of Board officers for next FY. The next Board Meeting will be June 26, 2023 at the Northside Library.

CLOSED SESSION FOR ANNUAL DIRECTOR EVALUATION

President Townsend read the motion to enter a Closed Session. Motion passed unanimously. In Open Session: President Townsend read the Certification of Closed Meeting Resolution. All Trustees voted "aye," with Trustee Ledford, Trustee Unsworth, and Trustee Harris being absent.

ADJOURNMENT

The meeting adjourned at 5:00pm.

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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 of the Library Director.

MEETING DATE: 05/22/2023

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

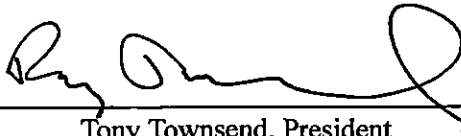
TOWNSEND
POWERS
COLE
Craig
Childs
~~LEDFORD~~
HEMANWAY

ABSENT DURING VOTE:

HARRIS, LEDFORD
UNSWORTH

ABSENT DURING MEETING:

HARRIS
UNSWORTH



Tony Townsend, President
Jefferson-Madison Regional Library's Board of Trustees