



LIBRARY BOARD'S AGENDA – JANUARY 22, 2024

Monday – 3:00 pm

**NORTHSIDE LIBRARY (705 West Rio Road
Charlottesville, 22901)**

and

[Presented Virtually](#) or

**via PHONE at 888 788 0099 (Toll Free)
(Webinar ID: 827 9822 5967)**

- 3:00 p.m. Call to Order, Remote Participation Confirmation, & Disposition of the Minutes
of the Previous Meeting**
- 3:05 Announcements & Public Comments**
- 3:35 Trustee Continuing Education**
1. JMRL's Same Page Program, Library Director David Plunkett and Aran Donovan, Assistant Director, Virginia Center for the Book
- 3:50 Committee Appointments and Reports**
1. Central Renovation Working Group Report
 2. Five Year Plan Committee Report
- 4:00 New Business**
1. Hartman Estate Second Disbursement Discussion
 2. Update on Director's Annual Goals
- 4:15 Old Business**
1. FY25 Budget Update
- 4:30 Library Director's Report**
- 4:35 Other Matters**
- 4:40 Future Agenda Items**
- 4:45 Proposed Adjournment**



Jefferson-Madison Regional Library

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

DRAFT

MINUTES OF THE DECEMBER 18, 2023 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Tony Townsend (Albemarle)
Meredith Cole (Charlottesville)
Brandy Polanowski (Louisa)
Michael Powers (Albemarle)
Kathy Johnson Harris (Charlottesville)

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

OTHERS PRESENT

David Plunkett, Library Director

Krista Farrell, Assistant Library Director
Sierra Nafziger, 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, December 18, 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=-D4h7ZovC6s>.) Trustee Harris moved that Trustee Martha Ledford's request to attend today's meeting of the JMRL Board remotely due to temporary or permanent disability or other medical condition that prevents her physical attendance be approved. Motion passed unanimously. Trustee Hemenway moved to accept the minutes for the November 27, 2023 Board Meeting. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Childs announced that an Every Door Direct Mailer in support of the Dolly Parton Imagination Library in Nelson County has been delivered. No public comments.

TRUSTEE CONTINUING EDUCATION

NA

COMMITTEE APPOINTMENTS AND REPORTS

1. Central Renovation Working Group Report

Trustee Hemenway reported that the Central Renovation Working Group met and discussed strategies going forward. The Central Renovation Working Group will continue to work directly with Charlottesville and Albemarle staff and elected officials.

2. Policy Committee Report

The Policy Committee met prior to the Board meeting and discussed Policy 4.234 (Safe Child) and Policy 4.53 (Library/Community Partnerships), which are still undergoing review. No new drafts were ready to recommend to the full Board.

NEW BUSINESS

1. Strategic Plan Survey Feedback

Director Plunkett presented to the Board the Strategic Planning Survey Results. The Strategic Planning Survey received over 1,200 responses from the public. Director Plunkett announced the winners of the drawing from eligible participants in the JMRL Strategic Plan Survey.

OLD BUSINESS

1. Second Reading and Potential Vote on Policy 5.6 (Signage)

Policy 5.6 (Signage) was presented to the Board for a first reading last month. Trustee Childs moved that Policy 5.6 (Signage) be accepted as recently amended. Motion passed unanimously.

2. FY25 Budget Update

Director Plunkett reported that there was an overall 7.9% increase in medical health care costs for JMRL in FY25. The FY25 Proposed Budget has been reworked and updated to reflect this increase, and was sent to all five jurisdictions. Trustee Ledford and Director Plunkett will meet with the Greene County Administrator Wednesday, December 20, 2023. Meetings with Albemarle, Charlottesville, and Nelson are scheduled for early January. Director Plunkett presented to the Board the potential Budget adoption dates for each jurisdiction.

LIBRARY DIRECTOR'S REPORT

Director Plunkett and Trustee Childs attended the annual Albemarle Charlottesville NAACP Freedom Fund Banquet, where JMRL presented on the joint JMRL/NAACP scholarship for 2023. Director Plunkett shared with the Board JMRL's 2023 year end wrap-up, courtesy of JMRL staff members Kayla Payne, Meredith Dickens, and Jennifer MacAdam-Miller, which was posted on JMRL's social media. Director Plunkett also shared with the Board JMRL's top circulating titles of 2023. Gordon Avenue Library's drive-up window is officially open to the public, as of December 4, 2023.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a FY25 Budget Report, a Central Renovation Working Group Report, a potential report from the Five-Year Planning Committee, and a potential continuing education. The next Board Meeting will be January 22, 2024 at the Northside Library.

ADJOURNMENT

The meeting adjourned at 4:06pm.



JEFFERSON-MADISON REGIONAL LIBRARY

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JMRL Prioritized Director Goals for FY24:

1. Shepherd JMRL's Strategic Planning process through the creation of a new plan covering FY25-FY29.
2. Work with the City of Charlottesville HR department to begin an overhaul of JMRL's compensation plan
This is likely a multi-year process, so progress this year could include pursuing intermediary steps to address staff compression and lack of progress on JMRL's payscale.
3. Work with the Central Library Renovation Working Group to advance this project. Progress could include updating JMRL's Capital Improvement Program submissions to Albemarle County and the City of Charlottesville, and facilitating discussions between Working Group members and elected officials and staff from each jurisdiction.

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