

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE JANUARY 22, 2024 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
Sierra Nafziger, Collection Specialist
Christopher McCotter, Louisa Board of Supervisors
Liaison

Krista Farrell, Assistant Library Director
Catherine Fae, Reference & Adult Services Manager
Aran Donovan, Virginia Festival of the Book Assistant
Director

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, January 22, 2024 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=LgqoRWpB_80.) Trustee Polanowski moved that Trustee Aleta Child's request to attend today's meeting of the JMRL Board remotely due to a personal matter, specifically child care needs, be approved. Motion passed unanimously. Trustee Ledford moved to accept the minutes for the December 18, 2023 Board Meeting as written. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Director Plunkett introduced Christopher McCotter, the new Cuckoo district representative to the Louisa County Board of Supervisors, replacing Willie Gentry as Louisa Board of Supervisors Liaison to the Library Board. No public comments.

TRUSTEE CONTINUING EDUCATION

Director Plunkett and Aran Donovan, Assistant Director for the Virginia Center for the Book, presented on JMRL's Same Page Community Read Program and Virginia Festival of the Book. 2024 marks the 30th annual Virginia Festival of the Book, which is the largest community based book event in the mid-atlantic region, and will be held March 20-24, 2024. This year's Same Page Community Read will feature author Rachel Beanland's "Florence Adler Swims Forever."

COMMITTEE APPOINTMENTS AND REPORTS

1. Central Renovation Working Group Report

Trustee Hemenway reported that the Central Renovation Working Group met in December and has continued to work directly with Charlottesville and Albemarle staff and elected officials to communicate needs.

2. Five-Year Plan Committee Report

Trustee Cole reported that the Five-Year Plan Committee met last week and reviewed the draft FY25-FY29 Five-Year Plan document. Trustee Cole announced that the Committee is in talks with a graphic designer for the Five-Year Plan. The Five-Year Plan Committee will meet again on Wednesday, January 24, 2024. A first draft will potentially be brought to the Board in April 2024.

NEW BUSINESS

1. Hartman Estate Second Disbursement Discussion

Director Plunkett announced that JMRL was the recipient of a bequest from the Hartman Estate last year, and has received a second disbursement from the Hartman Estate of \$100,000. JMRL is expected to receive a third, and final, disbursement from the Hartman Estate in the future. 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 Area Community Foundation. The Board discussed the Hartman Estate second disbursement. Trustee Harris moved that JMRL deposit this distribution in the Friends of the Library Family of Funds. Motion passed, with Trustee Powers abstaining. A continuing education on the Friends of the Library Family of Funds Endowment will be included in the February 2024 Board meeting.

2. Update on Director's Annual Goals

Director Plunkett provided a mid-year update to the Board on the three Director's goals set for FY24. 1. Shepherd JMRL's Strategic Planning process through the creation of a new plan covering FY25-FY29. Director Plunkett reported the goal is to have a draft for the Board by April 2024 and an adopted plan by the end of June 2024. 2. Intermediary steps, this year, to overhaul JMRL's compensation plan includes a potential 5-7% raise for staff, depending on length of service with JMRL, which is in the JMRL FY25 proposed budget. 3. Director Plunkett reported the Central Library Renovation Working Group has updated JMRL's Capital Improvement Program to Albemarle County and the City of Charlottesville, and the Working Group continues to discuss the project with elected officials and staff from each jurisdiction.

OLD BUSINESS

1. FY25 Budget Update

Director Plunkett announced that JMRL has concluded meeting with all five jurisdictional partners regarding the FY25 Budget. Director Plunkett will share with the Board jurisdictional proposed budgets as they become available.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that JMRL is expecting the installation of the library kiosk in Nellysford in early February. New carpet has been installed in the Century Room at the Gordon Avenue Library. The Sentara building next door to the Northside Library has been sold. JMRL currently leases overflow parking spaces from the location next door and David reported he is working with the new owners to try and retain the lease for the overflow parking spaces. The Friends of the Library Spring Book Sale will be April 6-14, 2024, with member's only night being April 5, 2024. Director Plunkett announced that EJ Dowling is the new Greene County Library Branch Manager and Heather Pehne is the new Young Adult Services Coordinator.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a continuing education on the Friends of the Library Endowment fund, a FY25 Budget update, a potential first reading on Policy 4.234 (Safe Child), and reports from the Policy Committee, Central Library Renovation Working Group, and the 5-Year Plan Committee. The next Board Meeting will be February 26, 2024 at the Louisa County Library.

ADJOURNMENT

The meeting adjourned at 4:14pm.
