

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE JULY 22, 2019 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

Acting President Wendy Wheaton Craig (Louisa)
Carla Mullen (Charlottesville)
James West (Greene)
Thomas Unsworth (Albemarle)

Jane B. Kulow (Albemarle)
Erica Younglove (Albemarle)
Lisa Woolfork (Charlottesville)

TRUSTEES ABSENT

President Marcia McDuffie (Nelson)

Kathy Johnson Harris (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Ginny Reese, Staff Reporter & Greene Manager
Josh Howard, Collections and Technology Manager

Zach Weisser, Specialist
Jerry Carchedi, Business Manager
Krista Farrell, Assistant Library Director

CALL TO ORDER & DISPOSITION OF THE MINUTES OF THE PREVIOUS MEETING

The regular monthly meeting of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was called to order on Monday, July 22, 2019 at 3:04 PM in the meeting room of Northside Library, 705 West Rio Road, Charlottesville, VA 22901, Acting President Craig being in the chair. Trustee West motioned for the approval of the June 24, 2019 minutes. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

None

TRUSTEE CONTINUING EDUCATION

1. *Friends of the Library Family of Funds at the Charlottesville Area Community Foundation (CACF)*

Director Plunkett presented information about the structure and high-level processes of the Friends of the Library Family of Funds (CACF) as related to JMRL.

NEW BUSINESS

1. *Nelson County Community Foundation Grant*

Director Plunkett reported that the Grow Nelson Library fund-raising group continues to write and submit grant applications with the Friends as their fiscal agent. With one particular grant, however, JMRL was defined as the grant applicant, and, in the case of an award, funding would come to JMRL, and the Board would be asked to redirect the funding to the Nelson Memorial Fund. The amount of the grant was \$9700 for a business and professional center.

2. *Trustee Contact Information on JMRL's Website*

Director Plunkett reminded the Board that Trustee names, addresses, and phone numbers are currently visible on <https://www.jmrl.org/ab-history.htm>. The Virginia State Library does not require this information to be publicized on library websites. The Trustees discussed the issue. Trustee West suggested that the issue be reconsidered at the August 2019 Board Meeting.

COMMITTEE APPOINTMENTS AND REPORTS

None scheduled.

OLD BUSINESS

1. Mission Statement Discussion and Possible Vote

Trustee Kulow motioned to adopt the revised Mission Statement. The motion passed unanimously. Director Plunkett noted that the Bylaws include the text of the Mission Statement. He read into the record the Bylaws with the newly approved Mission Statement in order that a vote on the revised Bylaws could take place at the August, 2019 Board Meeting.

2. Staff Training and Development Policy (2.2) and Safe Child Policy (4.234) Discussion and Possible Vote

Trustee Kulow motioned to adopt the Staff Training and Development Policy (2.2) and Safe Child Policy (4.234) as presented at the June 2019 Board Meeting. The motion passed unanimously.

3. Update on McIntire Library Basement

Director Plunkett reported that he will meet with the Director of the Albemarle-Charlottesville Historical Society (ACHS) and two City Assistant Managers to discuss JMRL's sublease.

LIBRARY DIRECTOR'S REPORT

Director Plunkett distributed the quarterly (and annual) Circulation Report. He reported that Megan England was selected to be the new Branch Manager for the Scottsville Library. A "soft launch" for the streaming digital service Kanopy began on July 1, 2019. Manager Howard and Reference Librarian Abby Cox attended and presented at a Digital Inclusion and Equity Summit hosted by the Virginia State Library. Reference Librarian Liz Rapp recently presented in a nationwide Public Library Association webinar related to lending of WiFi Hotspots. Nelson Memorial Library renovations groundbreaking took place in early July 2019. The City of Charlottesville will renovate Central Library's third floor restrooms from Fall 2019 to Spring 2020.

OTHER MATTERS

None.

FUTURE AGENDA ITEMS

Future agenda items include: discussion of Trustee contact information on JMRL's website, a vote on the change to the Bylaws (replacement of old Mission Statement with current Mission Statement), a Policy Committee report (meeting to take place at 2:00pm before the meeting), a possible Public Relations Workgroup report, the Board Self-Evaluation, the introduction of new Scottsville Library Manager Megan England, and a report on the ongoing work at Nelson Memorial Library. The next Board meeting will take place on August 26th, 2019, at Northside Library, at 3 pm.

ADJOURNMENT

Trustee Kulow moved to adjourn. The motion passed unanimously and the meeting adjourned at 4:02 PM.

(MM:DP:zw)