

Jefferson-Madison Regional Library

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A P P R O V E D

MINUTES OF THE NOVEMBER 25, 2019 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Marcia McDuffie (Nelson)
Carla Mullen (Charlottesville)

Erica Younglove (Albemarle)
Jane B. Kulow (Albemarle)

TRUSTEES ABSENT

Vice President Wendy Wheaton Craig (Louisa)
Thomas Unsworth (Albemarle)
Kathy Johnson Harris (Charlottesville)

James West (Greene)
Lisa Woolfork (Charlottesville)

OTHERS PRESENT

David Plunkett, Library Director
Ginny Reese, Staff Reporter & Greene Manager
Jerry Carchedi, Business Manager
Letitia Shelton, Deputy City Manager (Charlottesville)

Zach Weisser, Specialist
Krista Farrell, Assistant Library Director
Josh Howard, Collections & Technology Manager
Camille Thompson, Gordon Ave. Branch Manager

NO QUORUM WAS OBTAINED FOR THE REGULAR MONTHLY BOARD MEETING OF NOVEMBER 25, 2019. THE MEETING CONVENED BUT NO BUSINESS WAS TRANSACTED.

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 convened on Monday, November 25, 2019 at 3:00 PM in the meeting room of Northside Library, 705 West Rio Road, Charlottesville, VA 22901, no quorum being present. In the absence of a quorum no action was taken on the minutes of the previous meeting.

ANNOUNCEMENTS AND PUBLIC COMMENTS

None.

TRUSTEE CONTINUING EDUCATION

1. *JMRL's Wide Area Network, Josh Howard (JMRL Collections and Technology Manager)*

Manager Howard presented the current state of JMRL's telecommunications infrastructure as pertaining to its Wide Area Network.

NEW BUSINESS

1. *Introduction of New Gordon Avenue Branch Manager, Camille Thompson*

Director Plunkett introduced Manager Thompson, who reported on new programming at Gordon Avenue, including programs intended to memorialize and highlight the contributions of donor and long-time patron Nancy Swygert.

2. *Discussion of JMRL Fund Balance Expenditure in FY20*

Director Plunkett reported on a potential Fund Balance Expenditure in FY20. He presented two options, including \$65,000 for a new box truck and \$50,000 to supplement the Book Budget. The Board will discuss and potentially vote on this expenditure in December.

COMMITTEE APPOINTMENTS AND REPORTS

1. *Budget Committee Report*

Director Plunkett reported that Operating Budget costs were expected to rise by approximately 3.4% due to a 5% increase to healthcare costs, a new Full Time position at Nelson Memorial Library, new positions at Northside, and a new Full Time IT support position. According to the Regional Agreement, reporting to the jurisdictions has to occur by January 15, 2020.

OLD BUSINESS

1. *Discussion and Voting on Policies 4.224 (Confidentiality of Patron Circulation), 4.21 (Availability of Library Service), and 1.23 (JMRL Board Committees)*

In the absence of a quorum no action was taken on this agenda point.

2. *Discussion and Adoption of Proposed FY21 JMRL Budget*

In the absence of a quorum no action was taken on this agenda point.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that the Friends of the Library Fall Book Sale brought in \$116,493. The Virginia Festival of the Book and JMRL Same Page book for 2020 will be Jacqueline Woodson's *Brown Girl Dreaming*, with Trustee Woolfork to moderate. The Grow Nelson Library fundraising committee is just under halfway towards meeting the requirements for the matching grant of \$100,000. Nelson Memorial Library is anticipated to complete renovations and reopen with full service in April 2020. JMRL completed its third annual food drive, offering fine amnesty alongside donations. 788 pounds of food were donated, to make 657 meals.

OTHER MATTERS

None

FUTURE AGENDA ITEMS

Future agenda items include: a short continuing education presentation, votes on Policies 4.224 Confidentiality of Patron Circulation, 4.21 Availability of Library Service, and 1.23 JMRL Board Committees; a vote on the Proposed FY21 JMRL Budget, a vote on the fund balance expenditure, and Director Plunkett's presentation on goals in his position as Director.

ADJOURNMENT

President McDuffie adjourned the meeting at 4:10pm.

(MM:DP:zw)