

Jefferson-Madison Regional Library

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

A P P R O V E D

MINUTES OF THE DECEMBER 16, 2019 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Marcia McDuffie (Nelson)
Carla Mullen (Charlottesville)
Thomas Unsworth (Albemarle)
Lisa Woolfork (Charlottesville)

Erica Younglove (Albemarle)
Jane B. Kulow (Albemarle)
Vice President Wendy Wheaton Craig (Louisa)
Kathy Johnson Harris (Charlottesville)

TRUSTEES ABSENT

James West (Greene)

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
Hayley Tompkins, Crozet Manager
Michael Powers, Albemarle resident

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, December 16, 2019 at 3:00 PM in the meeting room of Crozet Library, 2020 Library Avenue, Crozet, VA 22932. Trustee Kulow motioned for the approval of the October 28, 2019 minutes. The motion passed unanimously. No objection was raised to Director Plunkett's suggestion to post the record of the November 25, 2019 meeting.

ANNOUNCEMENTS AND PUBLIC COMMENTS

None.

TRUSTEE CONTINUING EDUCATION

1. *Laundromat Libraries, Krista Farrell (JMRL Assistant Director)*

Assistant Director Farrell presented on the current state and future plans for the Laundromat Libraries effort.

NEW BUSINESS

1. *Director's Midyear Report on Annual Goals, David Plunkett (JMRL Director)*

Director Plunkett reported on the progress of three of his major goals, with the formal review to take place in May during a closed session. These goals pertain to: (1) the Customer Service Statement and Committee, as laid out in the Five-Year Plan, ; (2) the Grow Nelson Library (GNL) fundraising efforts and the expansion of the Nelson Memorial Library; (3) redesign of the public-facing website at www.jmrl.org.

COMMITTEE APPOINTMENTS AND REPORTS

None.

OLD BUSINESS

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

Trustee Mullen reviewed the proposed budget. Trustee Kulow motioned for the adoption of the Proposed FY21 JMRL Budget. The motion passed unanimously.

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

Trustee Harris motioned for the adoption of Policies 4.224 (Confidentiality of Patron Circulation), 4.21 (Availability of Library Service), and 1.23 (JMRL Board Committees) as presented at the October 28, 2019 Board Meeting. The motion passed unanimously.

3. *Discussion and Voting on FY20 JMRL Fund Balance Expenditure*

Trustee Harris motioned to authorize the expenditure of up to \$115,000 from JMRL's General Fund for the Books and Materials Account (\$50,000) and purchasing a new box truck (\$65,000). The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that he continues to pursue strategies to increase State Legislator support for state aid for public libraries. He will send out a template for communications with legislators that Trustees will be able to use as a guideline. The FY19 Audit will be received soon from the auditors. Nelson Memorial Library will be closed for up to one week in late January 2020. Budget meetings and presentations with the jurisdictions will begin this week; all presentations will occur by January 15, 2020, though Board obligations have technically been met by mailing out the Proposed FY21 Budget. He then distributed the book chosen for the *Same Page* program, *Brown Girl Dreaming* by Jacqueline Woodson.

OTHER MATTERS

Director Plunkett reported a \$500 donation from the Charles Fund to JMRL; in order to earmark the funds for the GNL project, he requested a motion to deposit the funds in the CACF Nelson Memorial Library Fund. Trustee Kulow so motioned. The motion passed unanimously. Trustee Woolfork mentioned having seen *A Legacy Unbroken: The Story of Black Charlottesville* by filmmaker Tanesha Hudson, and praised the film and Trustee Harris's appearance in it.

FUTURE AGENDA ITEMS

Future agenda items include: continuing education on the monthly reports (circulation and financial); a Policy Committee report; updates on the budget discussions; updates on the Grow Nelson Library project. The next Board Meeting will take place at Northside Library on January 27, 2020.

ADJOURNMENT

Trustee Mullen motioned to adjourn the meeting. The meeting adjourned at 4:27pm.

(MM:DP:zw)