

# Jefferson-Madison Regional Library

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## A P P R O V E D

### MINUTES OF THE JULY 31, 2020 SPECIAL SESSION OF THE LIBRARY'S BOARD OF TRUSTEES

#### TRUSTEES PRESENT

President Marcia McDuffie (Nelson)  
Lisa Woolfork (Charlottesville)

Vice President Wendy Wheaton Craig (Louisa)  
Thomas Unsworth (Albemarle)

Erica Younglove (Albemarle)  
Michael Powers (Albemarle)  
Kathy Johnson Harris (Charlottesville)

#### TRUSTEES ABSENT

James West (Greene)

Carla Mullen (Charlottesville)

#### OTHERS PRESENT

David Plunkett, Library Director  
Ginny Reese, Staff Reporter & Greene Manager  
Jerry Carchedi, Business Manager

Zach Weisser, Specialist  
Krista Farrell, Assistant Library Director  
Sarah Hamfelt, Reference and Adult Services Manager  
Josh Howard, Collections and Technology Manager

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#### CALL TO ORDER, CONFIRMATION OF RESOLUTION ADOPTING PROCEDURES FOR PUBLIC MEETINGS & DISPOSITION OF THE MINUTES OF THE PREVIOUS MEETING

This special session of the Jefferson-Madison Regional Library's (JMRL) Board of Trustees was convened **VIRTUALLY WITH NO TRUSTEES PHYSICALLY CONGREGATED** on Friday, July 31, 2020 at 3:00 PM using videoconferencing software. A recording of the special session is available here: <https://www.youtube.com/watch?v=ofocgs54Oyw>.

#### ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Woolfork said that a patron had asked her to share their concern about the drive-through hours at Northside.

#### NEW BUSINESS

##### *1. Timing for JMRL's Move to Tier 3 of COVID-19 Response (In-building Appointment Service)*

Director Plunkett requested that the Board consider and vote on a proposal to move to Tier 3 on August 10, 2020, using the alterations to the plan voted on at the July 27, 2020 meeting (add a checklist for staff as they perform their wellness check; add quarantine carts to the stacks for materials touched while browsing; make gloves available for patrons; specify that masks need to be worn at all times by staff unless consuming food or drink).

The Tier 3 proposal includes but is not limited to providing fuller services by increasing hours and allowing patrons to visit the branches through an appointment system. Trustee Woolfork wondered how the mask requirements would be enforced for patrons without unduly burdening staff or jeopardizing their safety. Trustee Unsworth mentioned that no metrics exist outside of Virginia phase guidelines to provide guidance if staff or Trustees see the need to move "back" to Tier 4 or 5. Director Plunkett stated that any branch other than Northside or Central would probably shut down if a staff member there tested positive. Trustee Harris supported Tier 3, but did not approve of the August 10th implementation date, especially given the timing of the start of the University school year. Trustee Powers said he believed Tier 3 was the smallest incremental step, that the scope of the step was prudent, and the Tier 3 plan was well formed. Trustee Younglove pointed out that epidemiological models predicted a spike in cases in the next few weeks, and thought that if JMRL vacillated between Tiers it would be confusing for staff and the public. Trustee Woolfork asked who would be most hurt by not moving to Tier 3, and if 45 minute appointments would be sufficient to address that need. Director Plunkett said that patrons with less digital access would be, and that the sufficiency of the appointments was an open question. Director Plunkett reported that most other library directors in Virginia he had spoken with were operating at phase 2 (50%) occupancy, and that most of their patrons desired contactless service. Trustee Unsworth was in favor of delaying the August 10th date by 2 to 4 weeks, given the number of simultaneous openings, but did see the need for improved or increased service. President McDuffie read a statement from Trustee Mullen which expressed support for moving to Tier 3 on August 10th. President McDuffie said that the move to Tier 3 should be attempted before UVA students returned. Trustees Unsworth, Woolfork, and Harris said that

they felt unsafe moving to in-person Board meetings, and could not in good conscience make that request of staff; they therefore did not want to move to Tier 3 on August 10th. Trustee Powers moved that JMRL move forward with the revised Tier 3 guidelines starting on August 10th for a two-week period and then to be reconsidered at the regular Board of Trustees August 24th meeting. The motion did not pass, with Trustees Harris, Younglove, Woolwork, Unsworth, and Vice President Craig voting no, Trustees Powers and President McDuffie voting aye, and Trustees Mullen and West absent.

Director Plunkett said that staff would come up with revised curbside hours to start August 10th.

#### **OTHER MATTERS**

Trustee Unsworth reported that Scottsville had been awarded the grant for sidewalk rehabilitation from VDOT, but had to decide on matching the \$80,000 grant. He asked the Board to consider writing a letter of encouragement to the town.

#### **ADJOURNMENT**

The meeting adjourned at 4:07 pm.

(MM:DP:zw)