

Jefferson-Madison Regional Library

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

APPROVED

MINUTES OF THE SEPTEMBER 27, 2021 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Thomas Unsworth (Albemarle) (in person)
Vice President Wendy Wheaton Craig (Louisa)
(virtual)
Aleta Childs (Nelson) (in person)
Meredith Cole (Charlottesville) (in person)

Kathy Johnson Harris (Charlottesville) (virtual)
Michael Powers (Albemarle) (in person)
Tony Townsend (Albemarle) (virtual)
James West (Greene) (virtual)
Lisa Woolfork (Charlottesville) (virtual)

TRUSTEES ABSENT

None

OTHERS PRESENT

David Plunkett, Library Director (in person)
Ginny Reese, Staff Reporter & Greene Manager (in person)
AJ Mosley, Business Manager (virtual)

Krista Farrell, Assistant Library Director (virtual)
Sierra Hammons, Specialist (in person)
Kayla Payne, Collections & Technology Manager (virtual)

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 **AS A HYBRID MEETING WITH SOME TRUSTEES PRESENT VIRTUALLY AND SOME PHYSICALLY CONGREGATED** on Monday, September 27, 2021 at 3:00 PM using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=R80Br6LJm0Q>). Trustee Powers moved to accept the minutes for the August 23, 2021 Board Meeting. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Director Plunkett introduced and welcomed Kayla Payne, JMRL's new Collections & Technology Manager. The Director also introduced Anne Lindberg, Scottsville Library's branch manager, and thanked her for hosting the Board meeting. No public comments.

TRUSTEE CONTINUING EDUCATION

President Unsworth presented to Trustees "Short Takes for Trustees Video -What It Means To Be A Trustee." Due to technical difficulties, Director Plunkett will circulate the video link among Trustees to watch, bringing any questions or comments to next month's meeting.

COMMITTEE APPOINTMENTS AND REPORTS

NA

NEW BUSINESS

1. Set Budget Objectives

Director Plunkett looked to the Board for guidance to ensure that Trustees are united in JMRL's FY23 budget objectives, and that staff budget work is recognizing the Board's priorities as well as the priorities of represented jurisdictions. Director Plunkett reported the main focus for the FY23 budget work has been to try to get JMRL staff to \$15/hr minimum wage beginning July 2022, and to also allow for a 2% annual raise for staff. Trustee Powers recognized staff as crucial to JMRL and acknowledged the importance of annual raises, as funding permits. Trustee Powers also recommended maintaining maximum JMRL service as a primary objective. President Unsworth mentioned the Central Branch Renovation and

reminded Trustees that capital projects are not part of JMRL's Operational budget, but that the renovation is still a priority of the Board. Trustee Townsend recommended that the compensation objectives be a budget priority.

2. JMRL Centennial Events

Director Plunkett informed the Board that 2021 marks 100 years of library service in the Charlottesville area. The film "Free and Open to the Public," by local filmmaker Lorenzo Dickerson, will premiere at the Paramount Theater on October 21, 2021 at 7pm; this event will be free and open to the public, but ticketing is required. Director Plunkett stated JMRL plans to make the film available on DVD and hopes to offer streaming. Prior to the film premiere, there will be an Open House, from 5-7pm, at the Central Library for the exhibit on the third floor displaying 100 years of library service. Following the film at the Paramount there will be a conversation with the filmmaker and Director Plunkett, moderated by Tom Chapman, the executive director of the Albemarle Charlottesville Historical Society.

OLD BUSINESS

1. Vote on Proposed JMRL Policy 2.13 (Nondiscrimination)

Trustee Powers presented the third revised draft of Policy 2.13 "Nondiscrimination Policy". Trustee Woolfork moved to accept the third draft of the Nondiscrimination Policy (2.13). The motion passed unanimously.

2. Board Self-Evaluation

President Unsworth presented the results of the Board Self-Evaluations. President Unsworth opened up a discussion with Trustees to discuss what the Board could do to better plan for the future, and what the Board could improve upon. Trustee Powers recommended having a way to track community satisfaction for both library and non-library users through outreach. President Unsworth proposed having the 5-Year Plan Committee set up a framework for this data and bringing it back to the Board in the future.

3. Committee Assignments

President Unsworth announced the addition of Trustee Childs to the Budget Committee, fulfilling requirement to have all jurisdictions represented. New Trustees Cole and Childs were assigned to the Personnel Committee, with Trustee Harris as the new chair. Trustee Cole also joined the 5-Year Plan Committee, with Trustee Woolfork as chair.

LIBRARY DIRECTOR'S REPORT

Director Plunkett mentioned The Friends of the Library are hosting a warehouse book sale on Oct 2-10, at the Albemarle Square shopping center. JMRL's all-staff In-Service Day will be all virtual this year on Oct 11. Director Plunkett reported there is still a surge in COVID cases locally, resulting in less in-person programs, though virtual programs are still going strong. JMRL is also offering outdoor children's programs. Trustee Childs and Director Plunkett attended the grand reopening of the Nelson Memorial Library, which was attended by several members of the Board of Supervisors in Nelson. JMRL's application for a state highway marker has been approved; an historic highway marker commemorating the Swanson Court Case to go up at Central Library. Director Plunkett proposed a budget FY23 timeline: the Personnel Committee will meet in the next few weeks, followed by the Budget Committee meeting toward the end of October, then the full Board will have a chance to review and vote on the proposed draft for FY23 budget in November.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include review of the finalized draft of the JMRL Employee Handbook and possible vote for endorsement, and reports from the Policy Committee and the Personnel Committee.

ADJOURNMENT

The meeting adjourned at 4:15pm.
