

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE JULY 25, 2022 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

President Tony Townsend (Albemarle) (virtual)
Meredith Cole (Charlottesville) (virtual)
Wendy Wheaton Craig (Louisa) (virtual)
Michael Powers (Albemarle) (virtual)

Vice President Aleta Childs (Nelson) (in person)
Martha Ledford (Greene) (virtual)
Thomas Unsworth (Albemarle) (virtual)

TRUSTEES ABSENT

Lisa Woolfork (Charlottesville)
Kathy Johnson Harris (Charlottesville)

OTHERS PRESENT

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

Krista Farrell, Assistant Library Director (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, July 25, 2022 at 3:00 PM using videoconferencing software, at the Northside Library (705 W Rio Rd, Charlottesville, VA 22901). (A recording of the meeting is available at: https://www.youtube.com/watch?v=zdoGJA17_5I&t=55s.) Trustee Unsworth moved to accept the minutes for the June 27, 2022 Board Meeting. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

President Townsend welcomed Martha Ledford, the new Trustee from Greene County. President Townsend stated that Board Policy is to give public commenters five minutes each to speak. President Townsend also stated it is up to the jurisdictions, under the terms of the Regional Agreement, to decide what the Library's name is; the Board invites public comment on any subject, at any meeting, at any time. Nineteen public comments were made regarding the request to change the name of the Regional Library System.

TRUSTEE CONTINUING EDUCATION

NA

COMMITTEE APPOINTMENTS AND REPORTS

1. Policy Committee Report

The Policy Committee met mid July and discussed four policies: Policy 4.235 (Suggestions, Feedback, & Complaints), Policy 3.2 (Library Equipment Fund), Policy 4.221 (Library Card Eligibility), and Policy 4.31 (Adult Programming and Reference Services Department). Policy 4.235 will potentially be brought to the full Board for a first reading next month. The Policy Committee will wait to review Policy 3.2 until after the Regional Agreement has been reviewed. Trustee Powers stated that Policy 4.221 will need to incorporate the Teacher Cards Initiative going forward, but will also wait for revision until after the Regional Agreement review. Policy 4.31 is marked for potential removal under New Business. The Policy Committee also discussed whether Policy 1.261 (Public Comments at Library Board Meetings) needed to be reviewed to potentially clarify language. Director Plunkett stated that JMRL staff will be working on a Budget infographic handout to explain JMRL's Budgeting to members of the public and other stakeholders.

NEW BUSINESS

1. Board Committee Assignments for FY23

President Townsend announced the additions of Trustee Unsworth and Trustee Ledford to the Budget/Finance Committee, with Trustee Craig as the new chair. Trustee Unsworth will chair the Technology Committee. Trustee Childs was appointed to the 5-Year Plan Committee. Trustee Ledford was appointed to the Policy Committee.

2. Approval of ARPA and Friends Endowment Expenditures

Director Plunkett announced that contracts were signed regarding the exterior holds pickup lockers for JMRL. Director Plunkett stated that he is seeking a motion from the Board to authorize JMRL to spend up to \$95,616.30 on the exterior holds lockers, which will be fully reimbursed by the State Library Share of the American Rescue Protection Act (ARPA) and by the Friends of the Library Endowment Fund. Trustee Childs moved that the Board move forward with the expenditure. The motion passed unanimously.

3. First Reading for Removal of Policy 4.31 (Adult Programming and Reference Services Department)

President Townsend presented Policy 4.31 to the Board and noted that other JMRL Departments do not have specified policies and that Policy 4.31 may be redundant. Trustee Powers stated Policy 4.31 is more operational and procedural, rather than a policy. Policy 4.31 will be presented to the Board next month for a vote for removal.

OLD BUSINESS

1. Library Name Working Group Discussion

President Townsend discussed the potential creation of a Library Name Working Group and reiterated that it is not up to the Board to decide the name of the Regional Library system; it remains up to the jurisdictions. This Working Group would hear input from the public and other resources in the community, and then come back to the Board with a framework on how to move forward. President Townsend stated that Trustee Powers and Trustee Woolfork volunteered to be on this Working Group. Trustee Ledford moved to create a Library Name Working Group. The motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported that the Library created a Regional Library Name Feedback online submission form (www.jmrl.org/libraryname). Director Plunkett referenced a Daily Progress opinion piece regarding a group using Louisa County Library's meeting room after hours, who turned away a public attendee; JMRL will reach out to this group to ensure that they understand the parameters of JMRL's meeting room policy, stating that any further violation of the policy could result in the loss of meeting room use. JMRL's end of FY22 financials are still in the process of being completed. Director Plunkett reported that JMRL's FY22 checkouts were 1.6 million, which is 40% higher than last year. Digital circulation is now the second busiest "branch" at 341,000 items checked out, following Northside Library with 388,000 items. Summer Reading has 3,100 registrants so far this year, with 792,000 total minutes read (tracked through Beanstack), 2,678 prizes redeemed, and 1,016 completed challenges. Louisa County's new book return is up and running outside Louisa's local shopping center. Director Plunkett reminded the Board of the upcoming end to regular hybrid meetings and a return to in-person meetings with limited hybrid options.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include a potential report from the Library Name Working Group, a second reading and potential vote for the removal of Policy 4.31 (Adult Programming and Reference Services Department), committee reports from the Policy Committee and the Technology Committee, and a potential Board Self Evaluation. The next Board Meeting will be August 22, 2022 at the Northside Library.

ADJOURNMENT

The meeting adjourned at 4:54pm.
