

Jefferson-Madison Regional Library

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APPROVED

MINUTES OF THE OCTOBER 24, 2022 MEETING OF THE LIBRARY'S BOARD OF TRUSTEES

TRUSTEES PRESENT

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

Vice President Aleta Childs (Nelson)
Lisa Woolfork (Charlottesville)
Michael Powers (Albemarle)

TRUSTEES ABSENT

Thomas Unsworth (Albemarle)
Kathy Johnson Harris (Charlottesville)

Martha Ledford (Greene)

OTHERS PRESENT

David Plunkett, Library Director
AJ Mosley, Business Manager

Krista Farrell, Assistant Library Director
Sierra Hammons, Collection Specialist
Meredith Dickens, Collections Manager

CALL TO ORDER, REMOTE PARTICIPATION CONFIRMATION, & 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, October 24, 2022 at 3:00 PM, at the Northside Library (705 West Rio Rd, Charlottesville, VA 22901), and live streamed using videoconferencing software. (A recording of the meeting is available at: <https://www.youtube.com/watch?v=WJNixW1Me5U&t=2799s>.) Trustee Powers moved that President Tony Townsend's request to attend today's meeting of the JMRL Board remotely due to a temporary or permanent disability or other medical condition that prevents their physical attendance be approved. Motion passed unanimously. Trustee Woolfork moved to accept the minutes for the September 26, 2022 Board Meeting. The motion passed unanimously.

ANNOUNCEMENTS AND PUBLIC COMMENTS

Trustee Craig announced that the Friends of the Library fall book sale raised \$137,337. One public comment was made regarding the request to change the name of the Regional Library System.

TRUSTEE CONTINUING EDUCATION

Meredith Dickens, JMRL's Collections Manager, presented to the Board JMRL's Request for Reconsideration Procedure.

COMMITTEE APPOINTMENTS AND REPORTS

1. Library Name Working Group Report

Director Plunkett reported that the survey of JMRL staff on JMRL's value and name feedback has closed; the Library Name Working Group will meet and assess responses. Director Plunkett announced that on October 25th, the Working Group will meet with a trio of local experts (Frank Dukes, Karen Waters, and Phyllis Leffler) to ask questions designed to help understand the process the three represented organizations have used for self reflection, with the understanding that JMRL's Board does not have the ability to change the name of the Library.

2. Policy Committee Report

The Policy Committee met prior to the Board meeting and discussed Policy 1.261 (Public Comment at Library Board Meetings), Policy 2.1 (Public Employees' Code of Ethics), and Policy 2.11 (Library Employees' Code of Ethics). Trustee Powers stated there were no new finished products to present to the Board today.

3. Report on JMRL's Annual Pre-Budget Meeting with Jurisdictions

Director Plunkett announced that he met with representatives from Albemarle, Louisa, and Charlottesville where he shared JMRL's Board Budget Priorities for FY24, including the Outreach options that will be discussed with Louisa County and Nelson County, Year 2 of JMRL's minimum wage adjustments, and funding for a cost of living increase. Director Plunkett stated that the jurisdictions in attendance expressed considerable concern about the threat of a coming recession.

4. Personnel Committee Report

The Personnel Committee met October 13th and discussed the fourteen requests for new or expanded FY24 personnel costs, across JMRL's branches and departments. The Personnel Committee prioritized the requests and submitted ten for the Budget Committee to discuss for possible inclusion in the JMRL's FY24 Budget, with the top two being rated as "must have requests."

NEW BUSINESS

1. Discussion of FY24 Operational Budget Requests

Director Plunkett presented JMRL's Prioritized FY24 Personnel Requests, which were recommended by the Personnel Committee to the Board to pass to the Budget Committee for consideration in JMRL's FY24 Budget. The Budget Committee will meet in November to look at all operational costs and determine which Personnel Requests will be included in the proposed budget. Trustee Childs moved to move the FY24 Personnel Requests forward to the Budget Committee. Motion passed unanimously.

2. Upcoming Regional Agreement Review Committee Meeting

Director Plunkett reminded the Board that there is a five-year review process for the Regional Agreement, which was last held in 2017. A Regional Agreement Review Committee Meeting will be held November 3, 2022. Director Plunkett stated that JMRL would like jurisdictions to discuss reconsidering JMRL's Out of Area fee, cleaning up the language around the equipment fund, and a potential increase to JMRL's carryover cap on operational funds.

OLD BUSINESS

1. Potential Vote on Amended Policy 1.21 (Bylaws)

Policy 1.21 (Bylaws) was presented to the Board for a first reading last month. Trustee Craig moved to accept the new wording in Section 6 of Policy 1.21 (Bylaws). Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT

Director Plunkett reported there will be a new monthly state newsletter for trustees from the Library Development Division. New Personnel Policies from the City of Charlottesville were finalized, which includes the addition of a Sick Leave Bank. Director Plunkett expressed interest in proposing a JMRL Sick Leave Bank to the Board next month. Director Plunkett thanked all Friends of the Library members and volunteers for a successful fall book sale. Director Plunkett also thanked Trustee Powers and Trustee Childs, as well as JMRL Tech Services staff members Kayla Payne and Maddie Smith, for attending the Virginia Library Association Awards Banquet, at which JMRL accepted the Library of the Year Award. Congratulations to JMRL's Reference Librarian Abby Davis for successfully presenting a VLA session entitled "Starting and Scaling Passive Programming for Adults." Trustee Cole, Trustee Powers, President Townsend, Director Plunkett, and Louisa Branch Manager Ophelia Payne toured the construction site at the Alderman Library at UVA which is currently undergoing renovations. Director Plunkett thanked University Librarian John Unsworth for the invitation to this tour.

OTHER MATTERS

NA

FUTURE AGENDA ITEMS

Possible future agenda items include reports from the Library Name Working Group and the Budget Committee, a potential vote on the FY24 Proposed Budget, a discussion on JMRL's potential Sick Leave Bank, and an update from the Regional Agreement Review meeting. The next Board Meeting will be November 28, 2022 at the Central Library.

ADJOURNMENT

The meeting adjourned at 4:18pm.
