

Minutes
Board of Library Trustees
January 08, 2015, 12:00PM
The Mandarin Branch Library
Kori Road

Board Members Present:

Erin Vance Skinner, Chair
Guy K. Anderson, Vice-Chair
Jackie Perry, Secretary
Brenda R. Simmons-Hutchins,
Foundation Liaison

Tim J. Anderson, Trustee
Sybil Ansbacher, Trustee
Ronnie King, Trustee

Others Present:

Barbara A.B. Gubbin, Director
Mark Merritt,
Deputy Director, Administration &
Finance
Kathy Lussier,
Manager, Community Relations &
Marketing
Julie McNeil,
Assistant Director, Public Services
Gretchen Mitchell,
Assistant Director, Support Services
Richard Mott,
Manager for Strategic Initiatives
Eric Lawrence,
Assistant Director, Facilities
Lisa Peterson,
Technology Systems Administrator
Mifesh Sangani, Conference Center
Manager
Andrew Philip Herron,
Exec. Assistant to the Director

Board Members Absent:

Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Joshua R. La Bouef, Trustee
Gerald Reid, Trustee

Suzanne Hudson-Smith,
Executive Director, Jacksonville
Public Library Foundation
Paul Martinez,
Office of Intra-Governmental
Services
Larry Roziers, Ex Officio
Duval County Public Schools
Gail Hunyar
Friends of the Jacksonville Public
Library
Virginia Maxted,
Friends of the Beaches Branch
Library
David Williams,
Friends of the Brentwood Branch
Library

Lynne Baldwin,
Manager, Mandarin Branch Library
Alison Pulley,
Library Associate for Children's
Services, Mandarin Branch Library
Anita Haller,
Senior Children's Librarian, Southeast
Region
Debra Wainwright
Library Clerical Services Supervisor

Call to Order

Chair Erin Vance Skinner called the meeting to order at 12:05PM. A quorum was present.

Comments from Members of the Public

Chair Skinner invited members of the public who wished to speak to do so. Omega Allen, Candidate for Mayor, discussed her advocacy of participatory

government in the City of Jacksonville and her support of the library, inviting stakeholders to share their concerns at any time.

Approval of Minutes

Trustee Sybil Ansbacher moved to approve the minutes of the meeting of December 11th, 2014. Trustee Ronnie King seconded the motion, and the minutes were approved.

Staff Presentation

Lynne Baldwin, Manager of the Mandarin Branch Library, and Alison Pulley, Library Associate for Children's Services who presents Art Camp, the educational art history and craft program held every other Tuesday afternoon at the branch, discussed the branch and the program.

Chairman's Report

Chair Skinner alerted the group to recent events involving the library. Deputy Director Carolyn Williams' retirement will be celebrated at the Main Library on the Conference Level from 4:30 to 7:30PM on January 16th. The Board Work Day will be held at the Main Library on January 27th and will address the subject, "How to be a More Effective Board, both as a Group and as Individuals." The Friends of the Jacksonville Public Library holiday dinner was recently attended by Chair Skinner and Director Gubbin at the Southeast Regional Library, where Director Gubbin thanked the Friends for the many projects their funds have fostered, such as the Highlands and Bradham Brooks E-Classrooms, staff training, and leadership awards. Jacksonville Public Library has been awarded a grant of \$44,136 under the Library Services and Technology Act for "Literacy Works @ JPL," to expand basic literacy and GED instruction at the Bradham Brooks Branch Library, thus establishing literacy programming in a region of Jacksonville with high unemployment and low educational attainment.

Committee Reports

Finance Committee – Committee Chair Guy Anderson reported that the General Fund's revenues and expenses are nearly in line with the calendar year, and the Conference Center revenues are exactly in line. Activity in State Aid was considerable, including purchases of furniture, wiring for the Highlands e-classroom, and system-wide combination lock changes for safes. The signed agreement for \$1.3 million in State Aid arrived last week. The Library Board Trust received \$3,597 from various donors, including \$3,000 from David and Bonnie Foster. Foundation donations were considerable, including generous gifts for the Ansbacher Map Room, the Adult Learning Center projects, and a train set for children at the South Mandarin Branch Library.

Legislation is being drafted to let the library keep money from fines, a shared goal of the library's Capacity Plan and the city's Task Force on Consolidated Government. Council Member Bill Gulliford has confirmed that the ordinance will specify that the funds should not be comingled or confused with operating budgets, instead going into a separate capital enhancement account.

Meanwhile, the Committee took action to devote coins collected from the Main Library's courtyard fountain to the library's new Staff Association. The committee also approved paying for Assistant Director Gretchen Mitchell's participation in Leadership Jacksonville, should her nomination by Director Gubbin be accepted.

Personnel Committee – Committee Chair Jackie Perry reported that the Personnel Committee finished its review of Director Gubbin's performance for the year. They will do further work on objectives for next year.

Governance Committee – The Governance Committee did not meet this month.

ad hoc Committee on the Candidate Forum – Committee Chair Brenda Simmons-Hutchins reported that she, her colleagues and library staff continue to research ways of hosting a forum for political candidates. Research suggests that the League of Women Voters is the most desirable potential partner in this goal, due to its organizational expertise and relevant relationships.

Trustee Simmons-Hutchins moved that the Board approve partnering with the League of Women Voters for its upcoming forum for political candidates, to use April 14th as its tentative date, and to seek a media partner. Trustee Ronnie King seconded the motion, and the motion was approved.

Trustee Simmons-Hutchins clarified that the committee is not ruling out holding forums at multiple sites, an idea previously explored, though such a scheme would invite logistical challenges, such as space conflicts with early voting.

Trustee Simmons-Hutchins invited trustees to share any information about organizations they know to be hosting forums, to invite those organizations to consider the library as a venue, and to attend any such forums to ask questions germane to the library, regardless of the forum. Trustee Ansbacher noted that Beaches Watch will hold such a forum at the Beaches Branch Library, and Director Gubbin mentioned that the Cultural Council will hold its own forum.

Foundation Liaison – Foundation Liaison Simmons-Hutchins reported on the ongoing partnership between the Jacksonville Public Library Foundation and the Board.

Old Business

There was no old business.

New Business

There was no new business.

Director's Report

Director Barbara Gubbin reviewed her report to the Board. Renovations at the Willowbranch Branch Library and the Beaches Branch Library have proceeded slowly. Eric Lawrence, Assistant Director, Facilities and Planning, reports that the contractor for the Beaches project has confirmed that restrooms and the

bookdrop will be done by the end of January. Director Gubbin estimates that the Willowbranch Library is not likely to re-open before April or May. She asked those present to put on their calendars retiring Deputy Director Carolyn Williams' honoring by the City Council on January 13th and a similarly purposed reception at the library on January 16th. On the 15th, the library will host the unveiling of the coming year's Black History Month calendar at the Hicks Auditorium. On January 26th, mystery writer Tess Gerritsen and will participate in a public program at 6:30PM at the same location. Director Gubbin referenced the day's Staff Presentation on "Art Club" as an example of how libraries are becoming not just a location for books but a location for programming – a "learning commons."

The Learn to Read contracts for leased space at the Main and Bradham Brooks Libraries will soon go to the Mayor's Budget Review Committee for approval. Director Gubbin asked those present who talk with Council Members to mention the upcoming legislation.

General Comments from Trustees

Trustee Tim Anderson has investigated Friends Member Virginia Maxted's reports of lighting issues at the Beaches Library. Director Gubbin believes that a CARE report has been with Public Works for some time over excess tree foliage in the parking lots. Assistant Director Lawrence reports that an arborist is being consulted to weigh the concern of preserving the trees versus getting enough light. Ms. Maxted noted that there are lighting issues beyond the trees. Public Buildings, per Assistant Director Lawrence, believes that their workers could get electrocuted if they address the situation before renovation fencing is removed. When it is removed, Public Buildings has assured the library that the situation will be taken care of.

Intra-Departmental Services Director Paul Martinez expressed concern about obstacles the library has faced toward completion of the work at Willowbranch. He asked to be kept abreast of any developments so that he might be of help.

Trustee reports on Contacts with Community Officials

Trustees Ansbacher and Tim Anderson spoke with Council Member Gulliford recently about possibilities for alternative funding. At the moment, pension pressures on the City Budget will tend to dominate any discussion of funding for city departments.

Ex-Officio Member Reports

Ex-Officio Board Member Larry Roziers, Duval County Public Schools, thanked library staff Theresa Rooney and Amber Holley for partnering with Jacksonville University and the Women's Basketball Program to create a recent literacy halftime event. On January 10th, there will be a School Choice Expo at the Prime Osborne Center from 11AM-3PM. Florida A&M will hold an on-the-spot scholarship event Jan 15th.

Mayor's Office Reports – Paul Martinez mentioned a fire buyback related to the city's Blight Initiative. He's tasked with getting partners in the community

involved in the committee and would like to invite the library to participate in the initiative.

Foundation Report – Foundation Director Suzanne Hudson-Smith was not present.

Friends' Reports — Judy Klein of the Friends of the Murray Hill Library mentioned the group's upcoming Feb 17th 6:30PM Annual Meeting. All present were invited.

Adjournment— The meeting was adjourned.

Eric V. Skanner 2/11/15

J. Denny 2/11/15

