

Minutes
Board of Library Trustees Meeting
January 14th, 2016
Main Library Conference Center
303 North Laura Street

Present:

Erin Vance Skinner, Chair
Ronnie King, Vice-Chair
Tim Anderson, Secretary
Dr. Brenda Simmons-Hutchins,
Foundation Liaison
Guy K. Anderson, Trustee
Sybil Ansbacher, Trustee
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Mario Payne, Trustee
Gerald Reid, Trustee

Absent:

Jackie Perry, Trustee

Staff:

Barbara A. B. Gubbin, Library Director
Jennifer Giltrop, Deputy Director,
Public Services
Mark Merritt, Deputy Director,
Administration & Finance
Gretchen Mitchell, Assistant Director,
Support Services
Julie McNeil, Assistant Director, Public
Services
Chris Boivin, Assistant Director,
Community Relations & Marketing
Heath Keller, Assistant Director,
Facilities Management and
Planning
Sara Roberts, Region Manager, Pablo
Creek Region
Michael Sullivan, Region Manager,
Main Region
Lisa Peterson, Technology Systems
Administrator
Andrew Herron, Executive Assistant to
the Director

Others Present:

Jamie Self, Director of
Development, Jacksonville Public
Library Foundation
Dr. Johnny Gaffney, Mayor's Liaison
to Boards and Commissions
John Sawyer, Office of the General
Counsel

Friends:

Margaret Smith, Friends of the
Jacksonville Public Library
Celia Miller, Friends of the Dallas
Graham Library
Roxanne Henkle, Friends of the
Willowbranch Library
Florence Cunningham, Friends of
the Brentwood Library
Judy Klein, Friends of the Murray Hill
Library

Honorees:

Revondolyn Dubois, Retiring
Librarian

1. Call to Order

Chair Erin Vance Skinner called the meeting to order at 12:05PM. She introduced three new members of JPL's senior team: Heath Keller, Assistant Director for Facilities Management and Planning, Sara Roberts, Region Manager for the Pablo Creek Region, and Jamie Self, Development Director for Jacksonville Public Library Foundation.

2. Honors & Recognition

Chair Skinner recognized retiring Library Associate Revondolyn Dubois, who has served JPL since August 1980 at the Northside, Haydon Burns, Webb Wesconnett, Mandarin, Highlands, Murray Hill, and new Main Libraries. In honor of her retirement, she was presented with a letter of commendation from Director Barbara Gubbin, her gold library card, and a bouquet.

3. Approval of Minutes

Trustee Brenda Simmons-Hutchins moved to approve the Board Minutes of December 10th, 2015. Trustee Guy Anderson seconded the motion, and the minutes were approved.

4. Presentation

Katie Devanny, Literacy Program Manager for JPL's Center for Adult Learning, discussed Career Online High School, a program offered through JPL that allows people with a 9th grade education and above to graduate with High School diplomas through their public library. Career Online High School funding will be an item of advocacy for trustees and Friends traveling to Tallahassee on January 28th for the Florida Library Association's Legislative Day.

5. Status of the Murray Hill Library

Heath Keller, Assistant Director, Facilities Management and Planning, reported on the progress of repairs to the Murray Hill Library, which recently sustained water damage. Re-opening is imminent.

6. Chair's Report

Chair Skinner reported near-term events of relevance to the Board. "I Want the Wide American Earth," a Smithsonian exhibit on Asian Pacific American Culture, had its official opening at the Main Library on Saturday January 9th. Florida Library Association Legislative Day will occur in Tallahassee on January 28th, a prime opportunity for library advocates to speak with legislators and their staffs about State Aid to Libraries, Career Online High School, and other issues. The Board Work Day has been scheduled for February 4th from 8AM to 3PM. The nomination of Dr. Bill Mason to the Library Board proceeds apace.

7. Committee Reports

- a) Governance Committee and Advocacy Subcommittee – Committee Chair Guy Anderson presented items for action and discussion, as recommended by the Governance Committee and

Advocacy Subcommittee. (See Old Business and New Business, below.)

- b) Finance Committee – Vice-Chair Ronnie King reported figures discussed at the latest meeting of the Finance Committee.
- c) Foundation Liaison – Dr. Brenda Simmons-Hutchins welcomed the Foundation’s new Director of Development Jamie Self.
- d) Personnel Committee – Committee Chair Sybil Ansbacher reported that her committee recently reviewed the annual performance of Library Director Barbara Gubbin and will work towards a Performance Plan.

8. Old Business — Revised “Joy G. Korman Discovery Zone Mural Description.” Trustee Guy Anderson, Chair of the Governance Committee, moved to approve the “Revised Joy G. Korman Discovery Zone Mural Description,” which will serve as a guide in drafting an agreement with artist Jim Smith to paint a mural in the Main Library’s Children’s Area. While mention was made of recent concerns about the planned mural’s depiction of animals, trustees approved the revised description unanimously.

9. New Business — Five Priorities for Advocacy

Trustee Guy Anderson presented reference sheets for the Board’s five advocacy priorities for 2016 as recommended by the Advocacy Subcommittee: 1) permanent funding for Project LEAP, 2) additional restorations of hours of weekly service, which were cut in 2012, 3) a new library for far north Jacksonville, 4) library for the Urban Core, and 5) the “student cards” initiative with Duval County Public Schools. By consensus, the Board approved the five advocacy points. Dr. Johnny Gaffney reminded those present of the importance of year-round advocacy. Vice-Chair King suggested that Friends groups be engaged in the advocacy, and Dr. Brenda Simmons-Hutchins invited those present to volunteer any thoughts about the arrangement of information on the reference sheets. For instance, “the ask” might be listed on the sheets before the supporting information.

10. Director’s Report

Director Barbara Gubbin shared highlights of her Director’s Report for December 2016. She stressed that having a five-year CIP (Capital Improvement Plan) is essential to efficient planning. Work on the Beaches Library should be complete by the end of January, and she has met with the President of the Friends of the Beaches Library to discuss their plan for improved landscaping at the branch. Project LEAP literacy classes have begun in earnest at multiple locations across the Urban Core, including Brentwood Headstart, Community Connections, Metro Kids Connection, SP Livingston Elementary, and Superior Christian Academy.

11. Trustee Comments and Reports on Five Core Areas of Responsibility

Vice-Chair Ronnie King shared his recent progress on elements of his personal trustee Work Plan.

12. Mayor's Office, Ex-Officio, and Foundation Reports

Dr. Johnny Gaffney, Mayor's Liaison to Boards and Commissions, shared that he has recommended the library recently to potential donors. Jamie Self, Director of Development for the Jacksonville Public Library Foundation, alerted those present to the Foundation's upcoming After Hours reception on February 25th at 6PM.

13. Friends' Reports

Judy Klein of the Friends of the Murray Hill Library thanked the library and the City for their work toward reopening the branch after recent flooding necessitated repairs. She alerted those present to the group's upcoming annual members' meeting on February 16th. Roxanne Henkle of the Friends of the Willowbranch Library alerted those present to the group's upcoming meeting on February 27th. Celia Miller of the Friends of the Dallas Graham Library updated trustees on the group's latest activities.

14. Adjournment

The meeting was adjourned shortly before 2PM.

-APPROVED BY THE BOARD OF LIBRARY TRUSTEES FEBRUARY 11TH, 2016