

Minutes
Board of Library Trustees
February 11, 2015, 12PM
Main Library Conference Center
303 North Laura Street

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

There were no Board absences.

Others Present:

Barbara A.B. Gubbin
Director
Mark Merritt,
Deputy Director, Administration &
Finance
Marshelle Berry,
Manager, Webb Region
Amber Holley,
Manager, Youth Services
Lynn Jacobson,
Manager, Bibliographic Systems &
Access
Eric Lawrence,
Assistant Director, Facilities &
Planning
Kathy Lussier,
Manager, Community Relations &
Marketing
Julie McNeil,
Assistant Director, Public Services
Gretchen Mitchell,
Assistant Director, Support Services
Richard Mott,
Manager, Strategic Initiatives
Roberto Ortiz, Coordinator, Contract
Administration
Mitesh Sangani,
Manager, Conference Center
Karen Walker, Manager, E-Services
Aubrey Winship, Manager, Facilities
Andrew Philip Herron,
Exec. Assistant to the Director

Suzanne Hudson-Smith,
Executive Director, Jacksonville
Public Library Foundation
Tia Leathers,
Duval County Public Schools
Dan MacDonald
Executive Assistant, Council
Member Denise Lee
Paul Martinez,
Director, Intra-Governmental
Services
John Sawyer,
Assistant General Counsel
Gail Hunyar,
President, Friends of the Jacksonville
Public Library
Roxanne Henkle,
President, Friends of the
Willowbranch Library
Judy Klein,
Friends of the Murray Hill Library
Celia Miller,
President, Friends of the Dallas
Graham Library
Olga Bayer, Lisa Buggs, Linda Eckerson,
Margaret Fishback, Stacey Humphreys,
& Denise Turner
Staff, Community Relations and
Marketing

Call to Order

Chair Erin Vance Skinner called the meeting to order at 12:04PM. A quorum was present.

Staff Rewards & Recognition

Jacksonville Public Library (JPL) staff members were recognized for achievements: Tammy Hilbert for her efforts to note accomplishments and milestones of fellow staff members at the Mandarin Library, Margo Crafton for similar efforts and for helping her team members with their work loads, Aubrey Winship for her proactive work as Facilities Manager, and Alvin Joyner for his efforts to ensure continuity during his supervisor's recent leave, for which he was named JPL's Employee of the Quarter.

Approval of Minutes

Trustee Ronnie King moved to approve the Board minutes of January 8th and 27th, 2015. Trustee Joshua La Bouef seconded the motion, and the minutes were approved.

Presentation—How Community Relations and Marketing Supports the Library

Kathy Lussier, Jacksonville Public Library's Manager for Community Relations and Marketing, discussed how her unit supports the library and keeps the public informed of its operations.

Chairman's Report

Chair Skinner alerted the group to recent events involving the library. Legislation to let the library keep revenue from fines in a special Board managed trust fund for capital improvements (Bill 2015-53) will soon be voted upon by the City Council's committees. Contracts were approved by the City Council on February 10th to extend Learn to Read's tenancy at the Main Library and to extend their operation to the Bradham Brooks Library. Trustee Guy Anderson represented the library to the City Council on January 27th to discuss library technology, and the Florida Library Association's Library Day will occur on March 18th in Tallahassee, an opportunity to advocate for increased State Aid and other library related issues to legislators.

Committee Reports:

Finance Committee – Chair Guy K Anderson reported that in this, the fourth month of the fiscal year, General Fund and Conference Center revenues and expenses are on track. State Aid expenditures included maglocks, training, and consultation services for audiovisual equipment upgrades. The Library Board Trust fund received modest donations, while Friends and Foundation funds saw activity as well. The State Aid budget was modified to affect modest reallocations.

Ad hoc Committee on Candidate Advocacy – Chair Brenda Simmons-Hutchins discussed the library's latest plans to hold a forum for political candidates in conjunction with the League of Women Voters. To accommodate the City Council's Schedule, the tentative date has been adjusted to Monday, April 13th.

Tentatively, the forums will be held at the Main Library, Bradham Brooks Library, Webb Wesconnett Library, Pablo Creek Library, and Southeast Library and will feature candidates for those constituencies. Assistant General Counsel John Sawyer is helping the library to ensure that its plans stay within appropriate guidelines.

Foundation Liaison – Trustee Simmons-Hutchins reported that the Jacksonville Public Library Foundation will hold its Board Retreat on February 12th.

Trustee Comments and Reports on Five Core Areas of Responsibility

Trustee Sybil Ansbacher reported that she recently spoke with Council Member John Crescimbeni, who favors Bill 2015-53. She also spoke recently with candidate Mike Anania. Trustee Tim J. Anderson recently consulted with Council Member Bill Gulliford, who anticipates no insurmountable opposition to the bill.

Director's Report

Director Gubbin invited trustees to contact Council Member Elect Danny Becton, who just won his race to represent Jacksonville's 13th district, in which the Southeast Regional Library is located.

She noted that the library has been negatively impacted by reductions to its FY 2015 budget for part time and overtime hours.

She will attend the Jacksonville Public Library Foundation's Board Retreat on February 12th and will present the Foundation with a menu of funding opportunities that the library would like it to pursue.

Vice-Chair Guy K. Anderson took the gavel at this point, as Chair Skinner had to depart.

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

Tia Leathers, attending for Ex-officio Board Member Larry Roziers of Duval County Public Schools, alerted the group to her organization's upcoming Parent Academy and Family Expo.

Paul Martinez, Director of Intra-Governmental Services for the city, thanked the library for its work in the Arlington area at the University Park Library, where the City's "Renew Arlington" initiative was announced this morning by the Mayor.

Foundation Executive Director Suzanne Hudson-Smith thanked the Board for including her and the Foundation Board Chair in the BOLT Work Day on January 27th.

Friends' Reports

Friends of JPL President Gail Hunyar mentioned that her group needs renewals on memberships and that it will hold a book sale from March 6th through 8th.

Roxanne Henkle expressed concern about how the Public Works department was going to handle lead paint in the Willowbranch Library, which remains under renovation.

Judy Klein of the Friends of the Murray Hill Library announced her group's upcoming meeting, scheduled for February 17th.

Celia Miller of the Friends of the Dallas Graham Library thanked Director Gubbin and the Board for their leadership.

Adjournment

The meeting was adjourned.

<u>Orin V. Skinner</u>	<u>3 / 11 / 15</u>
<u>J. Long</u>	<u>3 / 11 / 15</u>