

Minutes
Board of Library Trustees
June 12, 2014
Main Library, Conference Center Multi-purpose Room 1
303 North Laura Street

Board Members Present:

Brenda Simmons-Hutchins, Chair
Erin Vance Skinner, Vice-Chair
Guy Anderson, Secretary
Sybil Ansbacher, Trustee
Ronnie King, Trustee
Gerald Reid, Trustee
Kimberly Davis, DCPS Representative
Ex-Officio
Bill Gulliford, Council President, Ex-Officio

Board Members Absent:

Marc Hardesty
Jackie Perry
Jim Selzer
Mark Wood
Greg Anderson, Councilmember,
Ex-Officio

Others Present:

Carolyn Williams, Deputy Director
Marshelle Berry
Webb Wesconnett Region Manager
Lisa Buggs
Community Education and Enrichment
Program Supervisor
Jane Harris, West Region Manager
Suzanne Hudson-Smith
Executive Director, Jacksonville Public
Library Foundation
Lynn Jacobson
Bibliographic Systems and Access
Manager
Eric Lawrence,
Assistant Director, Facilities
Mark Merritt, Deputy Director, Finance
Gretchen Mitchell,
Assistant Director, Support Services
Richard Mott, Manager for Strategic
Initiatives
Mitesh Sangani, Conference Manager
Andrew Herron,
Exec Assistant to the Director (Minutes)

Paul Martinez,
Department of Intra-Governmental
Services
John Sawyer,
Office of the General Counsel
Gail Hunyar,
Friends of the Jacksonville Public Library
Elaine Burnett
Friends of the Willowbranch Library
Florence Cummings
Friends of the Brentwood Library
Virginia Maxted
Friends of the Beaches Library
Celia Miller
Friends of the Dallas Graham Library
Pat Morrison
Brentwood Library
Florence Rush-White
Friends of the Beaches Library
Terri Lorince
Friends of Hemming Park
Wayne Wood
Friends of Hemming Park
Award Winners and Visitors Mentioned in
Updates Below (Present only briefly)

Call to Order

Chair Brenda Simmons-Hutchins called the meeting to order at 12:04PM. A quorum was present.

Introduction of Guests

Chair Simmons-Hutchins introduced Gail Hunyar, the new President of the Friends of the Jacksonville Public Library, then invited comments from members of the public. None were forthcoming.

Awards Update

Chair Simmons-Hutchins honored Valerie Evans, who served the Library loyally for 35 years at the Willowbranch Library and other locations before retiring this Summer, presenting her with a commendation from the Mayor, employment pin and her gold library card.

Staff Presentation – Suzanne Hudson-Smith, Executive Director of the Jacksonville Public Library Foundation

Chair Simmons-Hutchins introduced Suzanne Hudson-Smith, Executive Director of the Jacksonville Public Library Foundation. Ms. Hudson-Smith discussed the Library's "Level Up Challenge," an ambitious initiative to improve the reading skills of Duval County teenagers. The Library, in association with the Foundation, is implementing a Guided Reading Pilot Program in the Brown Eastside Library and the Brentwood Library to study at-risk students, gathering data on how to mitigate the "summer slide" that afflicts students' reading skills. The Library will take data observed from these students to create a broad, system wide program to be implemented each Summer at branches across the county.

To accomplish this, the Foundation and the Library have partnered with "Communities in Schools" summer camp at Gilbert Middle School, North Shore Elementary School, Jacksonville Children's Commission, Communities in Schools of Jacksonville, United Way of Northeast Florida, Florida Institute of Education at UNF, Duval County Public Schools Parent and Community Relations, The Bridge of Northeast Florida, and The Community Foundation of Northeast Florida.

Approval of Minutes

Chair Simmons-Hutchins called for a motion to approve last month's meeting minutes. Trustee Ronnie King moved, Trustee Sybil Ansbacher seconded, and the motion passed.

Chairman's Report

Chair Simmons-Hutchins commended Council President Bill Gulliford and Council Member Greg Anderson (in their absence), who are completing their service as the City Council's liaisons to this Board. During their Tenure, Trustees have gained a regular audience at the City Council, and there have been no libraries closed or hours reduced. Chair Simmons-Hutchins expressed hope that incoming Council President Clay Yarborough will be as interested in the Public Library, its present and future as Council President Gulliford and Council Member Anderson were. Trustee Jim Selzer and Director Barbara Gubbin visited Mr. Yarborough earlier this week.

The reappointment of Marc Hardesty to the Board continues, with some administrative delays. (Separately, Trustee Hardesty was recognized last week as a Veteran of Influence in our community.) Additionally, interviews have been held with Tim Anderson

and Bill Mason for the current and upcoming at Large vacancies.

Chair Simmons-Hutchins commended Jim Selzer (in his absence) for joining Director Barbara Gubbin recently to lobby on Capitol Hill for funding and other issues relevant to libraries.

Trustee Ronnie King was thanked for representing the Board of Library Trustees to the City Council on May 27th, where he discussed the upcoming Summer Reading Program, and it was noted that Trustee Jackie Perry will be representing the Library at the June 24th City Council Meeting to talk about the library's contribution to economic success in Jacksonville.

Strategic Discussion – Richard Mott: Alternate Sources of Funding for Capital Projects

Richard Mott, Manager of Strategic Initiatives for the library, led a discussion about alternative sources of funding for Capital Projects, alerting the Board to potential alternative sources he has identified, such as the Local Initiatives Support Corporation (LISC), the Community Development Corporation (CDC), the Florida Division of Library and Information Services Public Library Construction Grants, community development block grants (CDBG), crowdfunding, and local individual donors and foundations. Mr. Mott also mentioned that incoming Council President Clay Yarborough helpfully suggested recently that the Library look to community redevelopment agencies (CRA's), but sadly those funds cannot be spent on public buildings.

The supplemental funding that Mr. Mott has found so far has been, by his own description, minor, but such efforts are strongly in line with the City's Capital Improvement Project (CIP) standards.

Trustee Erin Skinner asked who owns the property in Oceanway on which the Library hopes to build its new branch (with such funds). Most of the potential sites are privately owned, answered Assistant Director Eric Lawrence of Facilities. One is owned by a trust and one by a Catholic diocese. Trustee Guy Anderson ruminated on the possibility of simply leasing part of a larger development, while Elaine Burnett (Friends of the Willowbranch Library) mentioned a recent documentary that made mention of such arrangements.

(At this point, Council President Bill Gulliford joined. He had to depart quickly but gratefully received Chair Simmons-Hutchins thanks from her report above.)

Contacts With Elected Officials and Outside Committees

Trustee Anderson was received recently by Council Member Lori Boyer. Separately, he reported that the Task Force on Consolidated Government has finished its work, and a draft of its recommendations will soon appear publically.

Trustee Skinner reported on the latest meeting of the Finance Committee, having no updates regarding the City Council Special Budget Analysis Committee. Revenues are slightly behind anticipated but better than expected. The proposed 2015 State Aid Budget was approved by the Committee, with projects including the envisioning of a

"library of the future." Also approved was a proposed Addendum to the Letter of Agreement with the Jacksonville Public Library Foundation, bringing clarity to how much the Foundation would be reimbursed for managing funds for the Library. The agreement puts it on a percentage basis, solidifying the Foundation's incentive to raise funds for the Library.

Chair Simmons-Hutchins called for a motion to approve the proposed 2015 State Aid Budget, including the projects underneath it. It was approved.

Chair Simmons-Hutchins called for a motion to approve the proposed Addendum to the Letter of Agreement with the Jacksonville Public Library Foundation. It was approved.

The Personnel Committee did not meet this month. Consequently, Trustee Jackie Perry gave no report.

Proposal from the Friends of Hemming Park

The Governance Committee met last week and discussed a substantial proposal: Director Barbara Gubbin's recent efforts to secure funding for a social worker at the Main Library encountered an unexpected opportunity, compliments of the Friends of Hemming Park, a group that recently made a proposal to the City of Jacksonville to take stewardship of Hemming Park (in front of the Library) in hopes of revitalizing the neighborhood and introducing just such a social worker to the surroundings. In exchange, they'd like to have free use of the Library's G5 Promenade. For the Library, this would involve the cost of surrendering a space that might be a source of rental revenue in the future. The space has not had a tenant for some time but could if the city put the space under the Board's umbrella and a suitable tenant came forward.

At this point, Dr. Wayne Wood and Ms. Terri Lorince of the Friends of Hemming Park asked to speak, discussed the broad revitalization they hope to bring to Hemming Park and its surroundings, and explained that, although they've been offered other spaces for logistical staging, none has the Library's close proximity to the park.

The Board voiced concerns. Trustee Ronnie King expressed particular unease with burdening the Library with the commitment. Trustee Sybil Ansbacher queried how long a time commitment would be involved and how much time the social worker would actually spend in the Library, while Trustee Skinner asked if the group's use of the G5 space might have the ironic side-effect of bringing more troubled individuals into the library. Dr. Wood confirmed that the space would be used for logistical staging only and the social worker would roam regularly between Hemming Park, the Library, and the park on Main Street. Trustee Skinner asked if the organization would understand if the Library were to find a paying tenant in the future and elect not to renew the lease. Ms. Lorince stated that she and Dr. Wood hope to be successful enough at revitalizing the neighborhood that suitable tenants will start approaching the Library.

Logistically, John Sawyer of the Office of the General Counsel clarified the time-intensive legal pre-requisites that would precede such a tenancy. The tenant cannot move in prior to City Council approval, yet legislation for such an arrangement cannot

be filed without a lease. A sponsoring Council Member would be necessary to expedite the process. In response to an inquiry by Deputy Director Mark Merritt of Finance, Sawyer confirmed that the Library could use its recent lease with One Spark as the basis for a **dual** filing.

Despite these reservations, the Board and other attendees were visibly attentive to Dr. Wood's and Ms. Lorince's vision for bringing new life and assistance to the neighborhood.

Chair Simmons-Hutchins called for a motion for the Board to agree to authorize the Library to draft and enter into a six month lease with the Friends of Hemming Park with a 60-day mandatory notice period to vacate, subject to: a) further review and clarification by the Office of the General Counsel and Risk Management, b) terms to be drafted into a Memorandum of Understanding between the Library and the Friends of Hemming Park, and: c) the filing and passage of all necessary legislation and documents appropriate for such a lease. Trustee Anderson moved, Trustee Ansbacher seconded, and the motion passed with one dissent from Trustee King.

Further Committee Reports

Trustee Ronnie King explained the recent work of the Committee on Brentwood Repurposing. Other Capital Investment opportunities were discussed, particularly regarding the Brown Eastside Library, the Westbrook Library, and the Dallas Graham Library. In addition, the Committee explored other community organizations such as daycare centers and after-school programs. The Committee is working with the Friends of the Jacksonville Public Library and other collaborative organizations to develop a short-term strategy. In other committee discussion, the potential partnership with Educate Today to assume all or part of the Brentwood Branch is off the table due to a lack of resources.

Chair Simmons-Hutchins called for a motion to approve pursuing the alternatives above and put aside Educate Today. It was approved.

Chair Simmons-Hutchins called for a motion to pursue the concept of building a regional library. It was approved.

Trustee Ansbacher reported that the work of the ad hoc Committee on the Learn to Read Contract has proceeded apace.

[At this point, Trustee King left the proceedings, and a quorum was lost.]

Staff Presentation – Eric Lawrence, Physical Work at Main library

Eric Lawrence, Assistant Director, Facilities, discussed the retro commissioning process at the Main Library, where an extensive examination has discovered major savings to be gained by the city through installing energy management systems controls instead of running the temperature control machinery day and night (which uses chilled water intensively). If implemented, the measure would yield six-digit annual savings to the city through the utilities budget.

Ex-Officio Member Reports

None were forthcoming.

Mayor's Office Report

Paul Martinez was present and spoke briefly.

Reports from Friends of the Jacksonville Public Library

Friends President Gail Hunyar noted that she is always searching for more ways to raise funds. Meanwhile, per the other Friends representatives in attendance, the water intrusion issue at the Willowbranch Library continues, and the upcoming closure of the Brentwood Library continues to be a source of anxiety. Florence Cummings, attending on behalf of the Friends of the Brentwood Library, voiced such concerns.

Comments from Members of the Public

None were present.

Future Meeting Dates

July 10, 2014 @ Main

August 14, 2014 @ Main

There were no further issues to discuss, and the meeting was adjourned.



Brenda Simmons-Hutchins, Chair, Board of Library Trustees



Guy Anderson, Secretary, Board of Library Trustees

July 10, 2014

Date Approved by the Board of Library Trustees