

Minutes  
**Board of Library Trustees**  
**July 10, 2014**  
**Main Library, Conference Center Multi-purpose Room 1**  
**303 North Laura Street**

Board Members Present:

Erin Vance Skinner, Vice-Chair  
Sybil Ansbacher, Trustee  
Marc Hardesty, Trustee  
Ronnie King, Trustee  
Jackie Perry, Trustee  
Gerald Reid, Trustee  
Mark Wood, Trustee  
Clay Yarborough,  
    Council President, Ex-Officio  
Larry Roziars, DCPS,  
    filling in for Kimberly Davis,  
    DCPS Representative, Ex-Officio

Board Members Absent:

Brenda R. Simmons-Hutchins, Chair  
Guy Anderson, Secretary  
Jim Selzer, Trustee

Others Present:

Barbara Gubbin, Director  
Carolyn Williams, Deputy Director  
Suzanne Hudson-Smith  
    Executive Director, Jacksonville Public  
    Library Foundation  
Eric Lawrence,  
    Assistant Director, Planning & Facilities  
Mark Merritt,  
    Deputy Director, Administration & Finance  
Gretchen Mitchell,  
    Assistant Director, Support Services  
Kathy Lussier,  
    Assistant Director, Community Relations &  
    Marketing  
Julie McNeil,  
    Assistant Director, Public Services  
Richard Mott,  
    Manager for Strategic Initiatives  
Bob Silkett, Pablo Creek Region Manager  
Michael Sullivan, Southeast Region Manager  
Karen Walker,  
    Manager of e-Services & Digital Access  
Mitesh Sangani, Conference Center Manager  
Andrew Herron,  
    Exec. Assistant to the Director

Paul Martinez,  
    Department of Intra-Governmental  
    Services  
John Sawyer  
    Office of the General Counsel  
Margaret Smith, sitting in for:  
    Gail Hunyar, President,  
    Friends of the Jacksonville Public Library  
Sharon Coon, Brentwood Library  
Florence Cummings  
Harry Reagan, FJPL  
Mike Clark, The Florida Times Union  
Max Marbutt,  
    *Financial News and Daily Record*  
Jerry Moran, La Cena Ristorante  
Tim J. Anderson, BOLT Nominee  
Charlie Kleeman, BOLT Nominee  
Joshua R. La Bouef, BOLT Nominee

### Call to Order

Vice-Chair Erin Skinner called the meeting to order at 12:10PM. A quorum was present.

### Introduction of Guests

Vice-Chair Skinner welcomed Council President Clay Yarborough, who by ordinance serves as an Ex-Officio member of the Board. She invited Council President Yarborough to appoint a second Ex-Officio Board Member from the City Council and expressed hope that he will continue the tradition of allowing Trustees to address the Council each month. [CM Yarborough later departed early, due to a scheduling conflict, but indicated then that this should not be a problem.]

Vice-Chair Skinner welcomed visiting Board nominees Tim J. Anderson, Charlie Kleeman, Joshua R. La Bouef, and visiting Duval County Public Schools representative Larry Roziers, who attended in lieu of Ex-Officio Board Member Kimberly Davis.

### Awards Update

Vice-Chair Skinner honored Harry Regan for the successful recent completion of his tenure as President of the Friends of the Jacksonville Public Library.

### Staff Presentation – Gretchen Mitchell, Assistant Director, Support Services

Gretchen Mitchell, Assistant Director, Support Services, updated the Board on the library's ongoing efforts to become Jacksonville's "community hub." To do this, the library plans to expand self-service options for customers, to offer 24/7 access to digital materials, and to become the "third place" where citizens go, after work and home, to patronize meeting spaces, creative spaces, conferences, programming, and adult learning classes. To meet the technical needs of these goals, Assistant Director Mitchell conducts ongoing discussions with the City's Information Technologies Division (ITD). Bandwidth upgrades, already in progress, play a critical role, as does E-Rate funding made available through the federal government.

### Approval of Minutes

**The Board unanimously approved the minutes of June 12, 2014.**

### Chairman's Report

Vice-Chair Skinner commended Brenda Simmons-Hutchins for David Bauerlein's coverage in the *Florida Times-Union* of her discussions with the Mayor about restoring library service hours citywide and funding items in Fund the Future. The Mayor will announce his proposed budget on Monday July 14<sup>th</sup>. Vice-Chair Skinner encouraged trustees to contact their elected officials on behalf of the library.

The library continues to work with the Friends of Hemming Park to enable them to move into the Main Library's G5 Promenade space on a trial basis, using it as a staging ground for their efforts to revitalize the neighborhood, in exchange for providing a social worker to help those in need, including those in the library. The lease and necessary legislation have been prepared and submitted for action by the City Council.

Vice-Chair Skinner closed her report by noting that scheduling conflicts with her participation in Leadership Jacksonville necessitate rescheduling several upcoming

BOLT meetings. Trustees have been asked to provide input on alternative dates for some future meetings, and details will be provided at the next Board meeting.

#### Trustee Reports on Contacts with Elected Officials

Trustees shared details of their recent contacts with elected officials.

#### Committee Reports

Trustee Ronnie King reviewed the library's financial reports reported at the Finance Committee's meeting. He noted that revenue totals are on target for this fiscal year. The Mayor's upcoming budget reportedly will reallocate well over two million dollars of operating expenses outside of the library's budget, and, so far as we know, the Mayor will not recommend Fund the Future in its entirety. However, Trustees are encouraged to contact the mayor in advance of his budget submission on July 14<sup>th</sup>, and the City Council's Members in advance of the Finance Committee's hearing on the library budget on August 8<sup>th</sup>, to advocate for items in Fund the Future.

Trustee Jackie Perry reported that the Personnel Committee did not meet.

Trustee Mark Wood reported that the ad hoc committee on Repurposing Brentwood completed its charge.

Trustee Gerald Reid reviewed the work of the Governance Committee, which met last week. The committee reviewed the contracts with Learn to Read for use of the Main Library and the Bradham Brooks Library, taking care to specify that certain earnings from rents and fees should be directed to a Board Trust Fund in support of adult learning activities and that the language in the agreements lend itself to renewals in future years.

General Counsel John Sawyer clarified that the legislation can be drafted to specify where the revenues are assigned.

**Trustee Sybil Ansbacher moved that the Board approve the contracts with Learn to Read for use of the Bradham Brooks Library as is, and that it approve as-is the contract with Learn to Read for use of the Main Library, contingent on corrections to specify that certain earnings from rents and fees be directed to a Board Trust Fund in support of adult learning activities. These corrections should also specify that language in the agreements lend itself to renewals in future years. Trustee Ronnie King seconded the motion. The motion was approved.**

#### Director's Report

Director Barbara Gubbin reviewed the major upcoming projects of the library, notably those to improve Willowbranch and to advance towards constructing a library in Oceanway.

Encouraging activity statistics have resulted from the library's technological programming, which garnered vastly more users than last year. Between October and May, the library offered 534 classes on technological subjects, with thousands attending and over one hundred taking advantage of one-on-one appointments.

To date, 6,736 young people are registered for the library's Summer Reading Program.

Ex-Officio Member Reports

City Council President Clay Yarborough was no longer present to report, having excused himself previously.

Friends' Reports

The Friends of the Jacksonville Public Library reported their recent activities, with Margaret Smith sitting in for Friends President Gail Hunyar. Ms. Smith invited all present to sample the Friends' year-round bookstore at the University Park Library.

Public Comments

Jerry Moran, owner of La Cena Ristorante, spoke requesting that the library's Conference Center require event holders to purchase after-hours public parking in an adjacent city garage, thus dissuading their attendees from using public street parking near Mr. Moran's restaurant during prime business hours. Mr. Moran provided the board with copies of an email he sent to the City Council on May 14<sup>th</sup> exploring the same subject. Vice-Chair Skinner and Director Gubbin will consult Chair Brenda Simmons-Hutchins to refer this matter to the appropriate Committee.

Next Meeting Date

August 14, 2014 @ Main

Adjournment

The meeting was adjourned.



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Brenda Simmons-Hutchins, Chair, Board of Library Trustees



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Guy Anderson, Secretary, Board of Library Trustees

Aug 14, 2014

Date Approved by the Board of Library Trustees