

Minutes
Board of Library Trustees
August 13th, 2015
Main Library
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
Marlo Payne, Trustee

Board Members Absent:

Joshua R. La Bouef, Trustee
Gerald Reid, Trustee

Others Present:

Barbara A. B. Gubbin, Director
Jennifer Giltrop, Deputy Director, Public
Services
Mark Merritt, Deputy Director,
Administration and Finance
Lynn Jacobson, Bibliographic Systems
and Access Manager
Eric Lawrence, Assistant Director,
Planning and Facilities
Kathy Lussler, Assistant Director,
Community Relations and
Marketing
Richard Mott, Manager for Strategic
Initiatives
Roberto Ortiz, Contract Administration
Coordinator
Mitesh Sangani, Conference Center
Manager
Karen Walker, Manager of E-Services
and Digital Access
Andrew Herron, Executive Assistant to
the Director

Larry Roziers, Trustee Ex-officio, Duval
County Public Schools
Dr. Johnny Gaffney, Mayor's Liaison to
Boards and Commissions
John Sawyer, Assistant General
Counsel
Margaret Smith, Friends of the
Jacksonville Public Library
Roxanne Henkle, Friends of the
Willowbranch Library
Celia Miller, Friends of the Dallas
Graham Library
Melvin Turnage, Friends of the
Brentwood Library

Scott Adams, Special Needs Librarian,
Main Library
John Carter, E-Library Specialist,
Support Services
Eric Cusaac, Library Clerk, Mandarin
Library
Chris Eaton, Special Needs Librarian,
Main Library
Denise Thomas, Literacy Program
Specialist, Main Library
Tyhedra Wilson, Library Assistant, Dallas
Graham Library
Julie Rekow, Library Associate, Beaches
Library

Call to Order

Chair Erin Vance Skinner called the meeting to order at 12:06PM. A quorum was present. She welcomed Dr. Johnny Gaffney, Liaison to Boards and Commissions for Mayor Lenny Curry. There were no public comments.

Honors and Recognition

Chair Skinner recognized Julie Rekow, Library Associate at the Beaches Library, as Jacksonville Public Library's "Employee of the Quarter" for her work in educating staff and customers on 3-D Printing. She congratulated Special Needs Librarians Scott Adams and Chris Eaton for a "Certificate of Braille Magic" that was recently sent to the library in gratitude for the 2015 North Florida Regional Braille Challenge, held earlier this year at the Main Library. She honored John Carter, E-Library Specialist with the Support Services team, for soliciting staff stories for publication for the library's 2015 Staff Development Day, Eric Cusaac, Library Clerk at the Mandarin Library, for managing the branch's customer donations, Theresa Rooney, Branch Manager at the University Park Library, for aiding the Dallas Graham Library's 50th Anniversary Celebration, Denise Thomas, Literacy Program Specialist at the Main Library, for coordinating volunteers for the Center for Adult Learning, and Tyhedra Wilson, Library Assistant at the Dallas Graham Library, for her work on the Dallas Graham Library's 50th Anniversary bulletin board.

Approval of Minutes

Trustee Tim Anderson moved to approve the Board minutes of June 11th, 2015 and July 9th, 2015. Trustee Marc Hardesty seconded the motion, and the minutes were approved.

Presentation

Janet Wesley, Director of the Jacksonville Public Library Foundation, discussed current and upcoming activities of the Jacksonville Public Library Foundation.

Chairman's Report

Chair Skinner discussed recent events of importance to the Board: Mayor Curry announced his proposed budget for Fiscal Year 2016 on July 20th, including no cuts for the library. Trustees Guy Anderson, Ronnie King and Jackie Perry represented the Board at Director Barbara Gubbin's recent meetings with City Council Members Hazouri, Newby and Gaffney. Meetings have been held with other government officials to build strong relationships with the library, including the Mayor's Liaison Dr. Johnny Gaffney, City Council President and Board Member Ex-officio Greg Anderson, Sheriff Mike Williams, Children's Commission Executive Director Jon Heymann, and Supervisor of Elections Mike Hogan. Senator Aaron Bean visited the Mandarin Library on July 15th to participate in the library's Summer Learning program for children. Trustees Guy Anderson, Tim Anderson and Sybil Ansbacher attended a follow-up meeting on construction issues at the Beaches Library on July 23rd, which was attended by City Council Members Gulliford and Crescimbeni and by officials from Public Works, including Jim Robinson, Bill Joyce and Luis Flores. Council Member Becton gave an introduction to two sessions of Story Time at the Southeast Regional Library on August 5th. The 50-Year Anniversary of the Voting Rights Act was celebrated in

the Hicks Auditorium of the Main Library on August 6th, honoring fourteen distinguished African American women who blazed new trails on the First Coast. Congresswoman Corrine Brown, State Senator Tony Hill, State Representative Mia Jones, Mayor Lenny Curry, Jacksonville Beach Mayor Charlie Latham, and City Council Members Aaron Bowman, Katrina Brown, Reggie Gaffney, Jim Love and Sam Newby were in attendance. Chair Skinner thanked Brenda Simmons-Hutchins for representing the Board at the event, where Barbara Gubbin noted that Dr. Simmons-Hutchins was the first African American woman to chair the Board of Library Trustees.

Committee Reports:

Nominating Committee - Trustee Sybil Ansbacher reported on the August 10th meeting of the Nominating Committee, which included Trustees Jackie Perry and Brenda Simmons-Hutchins.

Trustee Sybil Ansbacher moved on behalf of the Nominating Committee to approve the following slate of nominees for Board offices in 2016: Erin Vance Skinner for Chair, Ronnie King for Vice-Chair, and Tim J. Anderson for Secretary. By unanimous consent, the slate of nominees was approved.

Finance Committee - Trustee Tim J. Anderson reported on the August 13th meeting of the Finance Committee, where the committee discussed efforts by Council Member Tommy Hazouri to advocate hours of service at library locations, particularly within the urban core.

Governance Committee - Committee Chair Ronnie King reported on the August 5th meeting of the Governance Committee, where the committee took action on items listed under Old Business and New Business, below.

Foundation Liaison - Foundation Liaison Brenda Simmons-Hutchins reported on recent and upcoming events of relevance to the Foundation's relationship with the library.

Old Business

Trustee Ronnie King moved on behalf of the Governance Committee to approve specific Conference Center discounts for donors to the Foundation that have been requested by the Jacksonville Public Library Foundation: a) one 20% discount on one weekday rental of the Conference Center or one free weekday rental of The Lounge at 303 North for donors of \$25,000 or more, b) one 10% discount on one weekday rental of the Conference Center or one 50% discount on one weekday rental of The Lounge at 303 North for donors of \$10,000 to \$24,999, and c) one 50% discount on one weekday rental of The Lounge at 303 North for donors of \$5,000 to \$9,999. By unanimous consent, the motion was approved.

Trustee King moved on behalf of the Governance Committee to approve a memorandum granting 24-hour access to Learn to Read to access the Bradham Brooks location. By unanimous consent, the motion was approved.

New Business

Trustee King moved on behalf of the Governance Committee to approve Circulation Policy Revisions aimed at providing new Student Library Cards and Educator Library Cards. By unanimous consent, the motion was approved.

Trustee Brenda Simmons-Hutchins moved to authorize Library Director Barbara Gubbin to sign a Memorandum of Understanding with Duval County Public Schools to allow a transfer of student data in anticipation of creating Student Library Cards and Educator Cards. Trustee Sybil Ansbacher seconded the motion, and the motion was approved.

Director's Report

Director Barbara Gubbin reported on recent events of relevance to the library. Renovations to the Willowbranch Library continue, with a completion date uncertain. Contracts have been established to continue work on the Beaches Library. Online fine payment and the redesign project for Jacksonville Public Library's website have been successfully launched, mobile printing has been successfully tested, and Jax Reads!, the library's annual community read program, will commence in September.

Director Gubbin shared a letter of support to the FCC that the library has been given an opportunity to join. The letter favors expanding the FCC's "Lifeline Program" to support at-home broadband access for low-income individuals. Trustees Mario Payne and Brenda Simmons-Hutchins admired the goals of the letter, while Trustee Charlie Kleeman expressed reservations about expanding a federal program beyond its intended scope. Trustee Marc Hardesty concurred that such a measure might "double-fund" efforts already undertaken to expand low-income internet access through such institutions as libraries, and Trustee Ronnie King felt that the matter was outside the Board's jurisdiction.

Trustee Tim J. Anderson moved to authorize Director Gubbin to join a letter of support in favor of expanding the FCC's "Lifeline Program" to support at-home broadband access for low-income individuals. Trustee Mario Payne seconded the motion, and the Board approved the motion by vote of 7-3.

-IN FAVOR: Skinner, G. Anderson, T. Anderson, Ansbacher, Payne, Perry, Simmons-Hutchins.

-AGAINST: Hardesty, King, Kleeman.

Trustee Comments and Reports on Five Core Areas of Responsibility

Trustee Charlie Kleeman reported on his recent Board-related activities.

Strategic Discussion—Library Fines Special Revenue Fund for Capital Improvements Proposal for FY 2015-2016

Chair Skinner reported that the Governance Committee has decided informally not to commit funds that are collected from fines to any one project at this time but to wait until enough money accrues to realistically fund a project. Money from fines, which previously reverted to the city's general fund, began to accrue exclusively for capital improvement to the library in May 2015.

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

Dr. Johnny Gaffney advised those present not to be shy in asking City Council Members to co-sponsor legislation. Trustee Ex-officio Larry Roziers reported on recent and upcoming events of relevance to Duval County Public Schools.

Friends' Reports

Friends Groups reported on their recent activities, with Margaret Smith of the Friends of the Jacksonville Public Library, Roxanne Henkle of the Friends of the Willowbranch Library, Celia Miller of the Friends of the Dallas Graham Library, and Melvin Turnage of the Friends of the Brentwood Library in attendance.

Adjournment

The meeting was adjourned at 2:05PM.

[Handwritten signature] 9/10/15
Erin V. Skinner 9/10/15