

Minutes
Board of Library Trustees
May 14th, 2015
Main Library Board Room
303 North Laura Street

Board Members Present:

Erin Vance Skinner, Chair
Guy Anderson, Vice-Chair
Jackie Perry, Secretary
Brenda R. Simmons-Hutchins,
Foundation Liaison
Sybil Ansbacher, Trustee
Ronnie King, Trustee
Mario J. Payne, Trustee
Gerald Reid, Trustee

Board Members Absent:

Tim J. Anderson, Trustee
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Joshua R. La Bouef, Trustee

Others Present:

Barbara A. B. Gubbin,
Director
Jennifer Giltrop,
Deputy Director, Public Services
Mark Merritt,
Deputy Director, Administration &
Finance
Lynn Jacobson,
Bibliographic Systems Manager
Kathy Lussier,
Manager, Community Relations &
Marketing
Richard Mott,
Manager, Strategic Initiatives
Mitesh Sangani,
Conference Center Manager
Bob Silkett,
Region Manager, Pablo Creek
Region
Karen Walker,
Manager for E-Services and Digital
Access
Andrew Herron,
Exec. Assistant to the Director

Danny Becton,
City Council Member, District 11
Jim Robinson,
Director of Public Works
Larry Roziers,
Duval County Public Schools
John Sawyer,
Assistant General Counsel
Paul Martinez,
Director of Intergovernmental
Services
Janet Wesley,
Interim Director of Development,
Jacksonville Public Library
Foundation
Margaret Smith,
Friends of the Jacksonville Public
Library
Florence Cunningham,
Friends of the Brentwood Library
Roxanne Henkle,
Friends of the Willowbranch Library
Judy Klein,
Friends of the Murray Hill Library
Virginia Maxted,
Friends of the Beaches Library
Celia Miller,
Friends of the Dallas Graham Library

Honorees noted below

Call to Order

Chair Erin Vance Skinner called the meeting to order at 12:05PM. A quorum was present. She welcomed new trustee Marlo Joseph Payne, visiting City Council Member Danny Becton, and new Deputy Director for Public Services Jennifer Giltrop.

Honors & Recognition

Chris Eaton of Special Services was named JPL's Employee of the Quarter for bringing to Jacksonville Public Library the Braille Challenge, a task for which he worked with the Mayor's Disability Council, Disability Services, and Duval County Public Schools. Chair Skinner and Director Barbara Gubbin also presented staff awards to: Kathy Lussier of Community Relations & Marketing for her work creating and teaching document branding classes, Beverly Mason of the Highlands Library for her work coordinating volunteers, Jim Skulsky of the library's finance staff for shouldering a heavy work load in the absence of a colleague, Padma Subramanian of the Beaches Library for creating the cultural enrichment program "International Day," Noah Thomas of the Webb Wesconnett Regional Library for researching adult daycare programs to find appropriate programming ideas for the library, Frances Wickes of the Mandarin Library for creating "Frances' Bowling Alley" as part of her work in the branch's Early Release Wednesdays Program for children, and Andrew Herron for developing a plan to provide Board documents in electronic rather than printed form.

Approval of Minutes

Trustee Ronnie King moved to approve the Board minutes of April 9th, 2015. Trustee Brenda Simmons-Hutchins seconded the motion, and the motion was approved.

Presentation—Every Hero Has a Story: Summer Learning at the Jacksonville Public Library

Rebekah Mitchell, Youth Services Specialist for the Jacksonville Public Library, updated the Board on the library's Summer Learning programs. Summer Learning programs are designed to encourage children to read, to find joy in reading and to help children and teens avoid the "summer slide," a reading loss between school years that disproportionately affects lower income children.

Mayor's Office Report

At Chair Skinner's Request, Trustee King moved to amend the agenda to allow the Mayor's Office report to happen early, due to the presence of Jim Robinson, Director of Public Works. Trustee Simmons-Hutchins seconded the motion, and the motion was approved.

Jim Robinson, Director of Public Works for the City of Jacksonville, discussed a new way he wishes to communicate regarding work projects at the library, which will involve providing a monthly memo to trustees updating them on the status of major Public Works / library related projects. Vice-Chair Guy Anderson asked for clarification about whether facilities maintenance projects the library has proposed for the upcoming CIP (Capital Improvement Projects) should be budgeted as part of the budget for the library or for Public Works. Mr. Robinson believes that logic suggests that projects should be budgeted by department, in this case the library. Director Barbara Gubbin asked if this would lead to an illogical prioritization of work projects throughout the city in the event that a cash-strapped department incurred a more urgent need for a work project than a department with larger margins. Mr. Robinson responded that his department would be responsive in either case.

Chairman's Report

Chair Skinner noted recent events of interest to the Board. She thanked Trustees Brenda Simmons-Hutchins, Guy Anderson, and Ronnie King, the League of Women Voters and others who organized and participated in four successful City Council candidate debates at libraries on April 20th. Almost 400 people attended the debates, drawing much press coverage, with Council President Yarborough and Council Members Crescimbeni, Boyer and Bishop in attendance. The Beaches Library Comic-Con, sponsored by the Friends of the Beaches Library, drew even larger crowds on May 2nd. Jacksonville Public Library was honored at Jacksonville's Historic Preservation Awards on May 7th for preserving historic photographs taken in Jacksonville by Loyd Sandgren. Director Gubbin and Chair Skinner will soon meet with Glenn Hansen, the Mayor's Budget Chief, to try and improve budgetary communication between the library and the City. Chair Skinner encouraged trustees

to reach out to City Council candidates and new office holders, as final elections for City Council and Mayor will be held on May 19th.

Committee Reports

Finance Committee Chair Guy Anderson reported on the latest meeting of the Board's Finance Committee. The CIP proposal approved at the BOLT meeting of April 2015 has been amended to address two additional categories of expenses.

Committee Chair Anderson moved on behalf of the Finance Committee to amend the proposed CIP to address two additional categories of expenses. Trustee King seconded the motion, and the motion was approved.

Personnel Committee Chair Jackie Perry reported on the latest meeting of the Board's Personnel Committee and said that the director's Performance Plan for the coming year had been finalized.

Governance Committee Chair Ronnie King reported on the latest meeting of the Board's Governance Committee, which is considering amendments to the library's Conference Center Meeting & Event Guidelines to address circumstances under which donors and city agencies may claim discounts, privileges, and exemptions.

Committee Chair King moved on behalf of the Governance Committee to approve the Governance Committee minutes of Wednesday, May 6th, 2015. Vice-Chair Anderson approved the motion, and the minutes were approved.

Foundation Liaison Brenda Simmons-Hutchins reported on the latest business of the Jacksonville Public Library Foundation. She reported that the Foundation's Interim Director of Development Janet Wesley is settling in well and aggressively pursuing a wide variety of funding opportunities.

Director's Report

Director Barbara Gubbin delivered her Director's Report for April 2015. The Jacksonville Community of Entrepreneurs will soon gather regularly in a specific

space at the Main Library. There will be a public event to announce this collaboration. Former Duval County School Board Chairman W.C. Gentry met recently with Barbara Gubbin about his literacy initiative, Read it Forward Jax, Inc. The Friends of the Jacksonville Public Library recently wrote a generous check to the library, for which she thanked them. Fines collected for overdue or damaged books are now being collected in a Board trust fund for capital improvement projects, per recent legislation. The state legislature will re-convene on June 1, and one important issue is the state budget. To date, the recommendations for State Aid Funding would involve a major reduction from the current year, resulting in a \$400,000 reduction in JPL's State Aid grant. Director Gubbin recommended that trustees contact their state Representatives and Senators on this issue.

Ex-Officio and Foundation Reports

Larry Roziers reported on events of interest to Duval County Public Schools, including Summer Enrichment Camps and his support of efforts to ensure that more children get library cards, a goal toward which he is collaborating with the library's Youth Services Manager Amber Holley.

Friends' Reports

Margaret Smith of the Friends of the Jacksonville Public Library reported on her group's recent large donation to the library. This represents only a partial donation; the remaining funds will be donated at such point as the library is prepared to spend them, so as to collect maximum interest in the meantime. Judy Klein of the Friends of the Murray Hill Library inquired about whether Summer Learning programs scheduled for the Willowbranch Library, still under renovation, could be moved to the nearby Murray Hill Library. Director Gubbin answered that she will investigate. Virginia Maxted of the Friends of the Beaches Library shared details related to the recent successful Comic Con at that branch, sponsored by her organization.

Adjournment

The meeting was adjourned at 1:42PM.

Orin Skinner
6/11/2015

J. Gubbin
6/11/15