

Minutes
Board of Library Trustees Meeting
June 9th, 2016
Main Library
303 North Laura Street

Present:

Erin Vance Skinner, Chair
Dr. Brenda R. Simmons-Hutchins,
Foundation Liaison
Guy K. Anderson, Trustee
Sybil Ansbacher, Trustee
Charlie Kleeman, Trustee
Dr. Bill Mason, Trustee
Mario Payne, Trustee
Jackie Perry, Trustee
Gerald Reid, Trustee

Absent:

Ronnie King, Vice-Chair
Tim Anderson, Secretary
Marc Hardesty, Trustee

Staff:

Barbara A. B. Gubbin, Library Director
Jennifer Giltrop, Deputy Director,
Public Services
Mark Merritt, Deputy Director,
Administration & Finance
Chris Boivin, Assistant Director,
Community Relations and
Marketing
Amber Holley, Manager, Youth
Services
Heath Keller, Assistant Director,
Facilities Management and
Planning
Julie McNeil, Assistant Director, Public
Services
Gretchen Mitchell, Assistant Director,
Support Services
Richard Mott, Manager, Strategic
Initiatives
Keli Likins, Region Manager,
Southeast Region
Karen Walker, Manager, E-Services
and Digital Access
Andrew Herron, Executive Assistant to
the Director

Others Present:

Dr. Johnny Gaffney, Mayor's Liaison
to Boards and Commissions
John Sawyer, Assistant General
Counsel, City of Jacksonville

Friends:

Margaret Smith, Friends of the
Jacksonville Public Library
Ramonda Fields, Friends of the
Dallas Graham Library
Roxanne Henkle, Friends of the
Willowbranch Library
Judy Klein, Friends of the Murray Hill
Library
Melvin Turnage, Friends of the
Brentwood Library

Honorees Mentioned Below

1. Call to Order

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

2. Honors

Chair Skinner presented the Jacksonville Public Library (JPL) Employee of the Quarter Award to E-Library Specialist Luis Terron. She also presented quarterly awards to: Highlands Library Assistant Felicia Battle, Southeast Library Associate Angelica Bencomo, Center for Adult Learning Program Manager Katie Devanny, San Marco Branch Manager Lilia Simonton, and Special Collections Librarian III Margaret Morford. She thanked retiring employee Gloria Armstrong for providing 30 years of loyal service.

3. Approval of Minutes

Trustee Guy Anderson moved to approve the Board Minutes of May 12th, 2016. Trustee Bill Mason seconded the motion, and the minutes were approved.

4. Chair's Report

Chair Skinner shared recent events of relevance to the Board: The Jacksonville Historic Preservation Commission recently honored Dr. Brenda Simmons-Hutchins and Jacksonville Public Library for work on the Black History Calendar. The Beaches Library celebrated its 30th Anniversary on May 21st with State Senator Aaron Bean, State Representative Lake Ray, Council Member Bill Gullford, At Large Council Member Sam Newby, Neptune Beach Mayor Harriet Pruette, Atlantic Beach Mayor Mitch Reeves, Regional Director for Senator Bill Nelson Katie Ross, District Director for Congressman Ander Crenshaw Jackie Smith, Neptune Beach Council Members Bruce Thomason, Kara Tucker and Scott Wiley, Jacksonville Beach Council Members Phil Vogelsang and Bruce Thomason, Former Voice of the Jaguars Brian Sexton, Past President of the Beaches Branch of the American Association of University Women Ms. Scotty Thornton, and the Friends of the Beaches Library. Chair Skinner thanked Trustees Tim Anderson and Charlie Kleeman for bringing their families to the event and representing the Board. She encouraged Board attendance at Friends Meetings and at upcoming civic events.

5. Committee Reports

Governance Committee – Governance Committee Chair Guy Anderson reported on the most recent meeting of the Governance Committee, during which action items were discussed (see “New Business,” below). The Advocacy Subcommittee will be retired, having accomplished its charge.

Finance Committee – Trustee Mario Payne reported figures discussed at the latest meeting of the Board’s Finance Committee.

Foundation Report – Trustee Brenda R. Simmons-Hutchins, Liaison to the Foundation, reported on recent developments of relevance to the

Jacksonville Public Library Foundation. Three TV Public Service Announcements are airing for the Hi \$5 for Kids campaign. The campaign has doubled first-time donors to the library.

Personnel Committee – Committee Chair Sybil Ansbacher reported that Director Barbara Gubbin’s performance plan has been finalized.

6. Staff Presentation

Karen Walker, Manager, E-Services and Digital Access, presented a beta version of the new JPL website to trustees, which has been in design under her direction for quite some time. It will soon to be presented to the public. Features of the new website include mobile compatibility and adherence to the best available practices for contemporary website design.

7. Old Business

None.

8. New Business

Resolution in Favor of Ordinance 2016-357 to Change End Date of Board Terms to be Coterminous with the Fiscal Year

Governance Committee Chair Guy Anderson discussed the need for a resolution in favor of an ordinance to change the end date of Board terms to be coterminous with the City’s fiscal year, preventing the need to change Board officers and potentially trustees during budget advocacy season. The ordinance is scheduled to be voted upon by the City Council Rules Committee on June 21st and the City Council on June 28th.

Committee Chair Anderson moved to approve the Resolution in Favor of Ordinance 2016-357 to Change the End Date of Board Terms to be Coterminous with the Fiscal Year. Trustee Brenda Simmons-Hutchins seconded the motion, and the motion was approved.

Authorization for Director to Sign MOU with DCPS to Authorize Transfer of Student Data from DCPS to JPL for Student Library Cards for the 2016-2017 School Year

Governance Committee Chair Anderson reported that the library and Duval County Public Schools (DCPS) have drafted a MOU to authorize transfer of student data to the library in order to extend student library accounts to DCPS students in all grades. The pilot program included only students in the lower grades.

Committee Chair Anderson moved to authorize the Director to sign a MOU with DCPS to authorize transfer of student data from DCPS to JPL for Student Library Cards for the 2016-2017 school year. Trustee Mario Payne seconded the motion, and the motion was approved.

9. Director's Report

Director Barbara Gubbin summarized highlights of her Director's Report, which was provided in written form. Project LEAP, JPL's literacy initiative in the Urban Core, has been approved by the Jacksonville Journey for a second year of funding. Career Online High School, a successful program that just began at JPL in the past year, will automatically be refunded for another year by the state. *Family Life*, by Akhil Sharma, a title nominated by Jacksonville Public Library and only one other library globally, has received the 2016 Dublin Literary Award. Improvements to the Beaches Library parking lot will begin soon. 25K has been received from the Friends of the Beaches Library to support this project.

10. Trustee Comments and Reports on Five Core Areas of Responsibility

Trustees discussed their recent Board related activities. Chair Skinner reminded those present that this is the last month in which to converse with City Council Members before budget season begins. Trustee Guy Anderson encouraged those present to attend the installation of City Council officers on June 30th at the Ritz Theatre.

11. Friends' Reports

Friends groups shared their recent and upcoming activities. Melvin Turnage of the Friends of the Brentwood Library delivered shirts, per Ex-Officio Trustee Larry Roziers' request at the prior month's meeting, to be used in connection with the 5000 Role Models of Excellence program.

12. Adjournment

The meeting was adjourned.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES JULY 14TH, 2016