

Minutes
Board of Library Trustees Meeting
September 8th, 2016
Main Library
303 North Laura Street

Present:

Erin Vance Skinner, Chair
Ronnie King, Vice-Chair
Dr. Brenda R. Simmons-Hutchins,
 Foundation Liaison
Sybil Ansbacher, Trustee
Charlie Kleeman, Trustee
Dr. Bill Mason, Trustee
Mario Payne, Trustee

Absent:

Tim Anderson, Secretary
Guy K. Anderson, Trustee
Marc Hardesty, Trustee
Jackie Perry, Trustee
Gerald Reid, Trustee

Staff:

Barbara A. B. Gubbin, Library Director
Jennifer Giltrop, Deputy Director,
 Public Services
Mark Merritt, Deputy Director,
 Administration and Finance
Julie McNeil, Assistant Director, Public
 Services
Gretchen Mitchell, Assistant Director,
 Support Services
Lynn Jacobson, Bibliographic Systems
 and Access Manager
Michael Sullivan, Region Manager,
 Main/Urban Region
Marshelle Berry, Region Manager,
 Webb Region
Aubrey Winship, Assistant Director,
 Facilities and Planning
Andrew Herron, Executive Assistant to
 the Director

Others Present:

Tommy Hazouri, Ex-Officio Trustee,
 City Council
Larry Roziers, Ex-Officio Trustee,
 Duval County Public Schools
Jamie Self, Director of
 Development, Jacksonville Public
 Library Foundation
Jenny Busby, Executive Council
 Assistant to Council Member
Tommy Hazouri

Friends:

Margaret Smith, Friends of the
 Jacksonville Public Library
Paul Brice, Friends of the Dallas
 Graham Library
Sharon Coon, Friends of the
 Brentwood Library
Ramonda Fields, Friends of the
 Dallas Graham Library
Judy Klein, Friends of the Murray Hill
 Library
Virginia Maxted, Friends of the
 Beaches Library
Melvin Turnage, Friends of the
 Brentwood Library

1. Call to Order and Introductions

Chair Erin Vance Skinner called the meeting to order shortly after 12:10PM. A quorum was present. Ramonda Fields, President of the Friends of the Dallas Graham Library, introduced her colleague Paul Brice.

2. Honors and Recognition

Sharon Coon, Founder of the Friends of the Brentwood Library, and Melvin Turnage, President of the organization, presented a Certificate of Appreciation to Jacksonville Public Library (JPL) and its Foundation (JPLF) in the wake of a successful event on August 12th at the Brentwood Library announcing the second year of the JPL-Duval County Public Schools partnership. The event was held in conjunction with the Friends of the Brentwood Library's Back to School event, in which 170 backpacks full of school supplies were given away. Ms. Coon looks forward to further partnership with JPL and JPLF and ultimately to the construction of a new building to house the Brentwood Library.

3. Approval of Minutes

The Board approved the minutes of August 11th, 2016.

Amendment of Agenda

The Board amended its agenda to include consideration of a proposed resolution honoring the Gates Foundation for contributions to library technology. (See New Business.)

4. Presentation: The Point of Sale Project

Lynn Jacobson, Bibliographic Systems and Access Manager for the library, discussed JPL's Point of Sale Project, in which the functions of the library's cash drawers and integrated library system are being merged, representing an improvement in efficiency. The project has been tested successfully at the University Park and Pablo Creek Libraries and will soon expand system-wide.

5. Chair's Report

Chair Skinner shared recent and upcoming events of relevance to the Board: She joined Director Barbara Gubbin and Vice-Chair Ronnie King on August 12th at the City Council Finance Committee's Budget Hearing on JPL's Fiscal Year 2017 budget. The Committee ultimately voted to allocate an additional \$500,000 to help JPL begin to restore its collection from cuts in previous years. Jacksonville Public Library and Duval County Public Schools (DCPS) later held a joint event at the Brentwood Library announcing the second year of the JPL-DCPS partnership, with Ex-Officio Trustee Larry Roziers, City Council Member Reggie Gaffney, COJ Director of Community Affairs Dr. Charles Moreland, and the Friends of the Brentwood Library in attendance. (See "Honors and Recognition," above.)

Chair Skinner, Director Gubbin, and Assistant Director for Facilities and Planning Aubrey Winship met with Sheriff Mike Williams and Zone 1 Commander Jackson Short on August 30th for a meeting on how JSO and JPL can collaborate further to ensure safe libraries. The results were positive.

Council Member Tommy Hazouri offered to broach any library related crime enforcement and safety issues to the City Council, and Mayor's Liaison Dr. Johnny Gaffney offered to do the same with other parties. Both reminded the library that it can do likewise. Chair Skinner and Director Gubbin expressed the perspective that JPL's current relationship with JSO is working well.

Chair Skinner continued her report: She intends to appoint an ad hoc Committee to advocate for items on the library's CIP. She encouraged trustees to attend upcoming events: a ceremony for graduates of the Career Online High School program on September 28th, the unveiling of the Joy G. Korman Discovery Zone mural at the Main Library on September 29th, and the unveiling of upgrades to the Beaches Library's landscaping on October 1st.

6. Committee Reports

Trustee Sybil Ansbacher reported on the most recent meeting of the Board's **Governance Committee**, at which one action item was discussed. (See "New Business," below.) The committee also discussed a draft 3D Printing Policy on which it will take action in future months.

Vice-Chair Ronnie King reported on the most recent meeting of the Board's **Finance Committee**, at which financial reports were reviewed and one action item was discussed. (See "New Business, below.)

Foundation Liaison Dr. Brenda Simmons-Hutchins called upon Foundation Director of Development Jamie Self to report on recent events of relevance to the **Jacksonville Public Library Foundation**. Dr. Self shared that a recent Great Gatsby themed event held by Suite at Town Center raised over \$4K for the Foundation. The Foundation's donor base has been expanded this year. A dashboard is in development that will allow the Board and others to see fundraising progress. Dr. Self reminded those present that 60% of BOLT members have yet to make donations to the Foundation and asked them to consider doing so. Trustee Charlie Kleeman reminded those present that some also have not begun or renewed memberships in their local Friends groups and invited them to do so.

7. Strategic Discussion – Review of Major Projects

Chair Skinner led a discussion of major projects in which the library is involved: If the City Council approves \$500,000 of funds recommended by its Finance Committee to begin rebuilding JPL's collections, that cash can be deployed starting this Fall. A Request for Proposal (RFP) has been issued for architects to rethink children's areas at the Highlands and Webb Wesconnett Libraries. Project LEAP, the library's literacy project in the Urban Core, continues to be funded through the Jacksonville Journey, 3D printing services are being expanded, and the library's partnership with DCPS continues with student library accounts extended to all grades.

Trustee Simmons-Hutchins expressed thanks to City Council Members, including Ex-Officio Trustee Hazouri, for funding made available in the FY 2016 budget to partially restore previously cut hours of service, particularly in the Urban Core. Council Member Hazouri shared that he continues working with others, particularly Council Member Gulliford, to secure further funding for the restoration of hours of service.

8. Old Business – None

9. New Business

Election of Board Officers for 2017

Trustee Mario Payne moved to approve the election of the following slate of nominees for Board Officers in the 2017 Board Year: Ronnie King as Chair, Tim Anderson as Vice-Chair, Mario Payne as Secretary, and Sybil Ansbacher as Foundation Liaison.

Trustee Simmons-Hutchins seconded the motion. Approved.

Approval of Budget to Expend Foundation Gift for Fiscal Year 2017

Trustee Ronnie King moved from the Finance committee to approve the Budget to Expend the Foundation's Gift for Fiscal Year 2017.

Approved.

Holiday Closing Schedule

Trustee Sybil Ansbacher moved from the Governance Committee to approve the library's Holiday Closing Schedule for 2017.

Approved.

There was discussion. Trustee Ansbacher said that the committee had considered carefully its decision to close the library for four days during the 2016 Christmas holidays. Given that the City will observe the Friday and Monday before and after Christmas, the Committee felt it right to close the library on the actual Christmas and Christmas Eve holidays, which fall over the intervening weekend. Trustee Mario Payne expressed approval of enabling library staff to spend time with their families over the holidays, and Trustee Simmons-Hutchins clarified her suggestion, first expressed in committee, that the library be prepared to recommend other social services to customers who may depend on the library over the holidays for a place to go.

Resolution Honoring the Bill and Melinda Gates Foundation

Chair Skinner explained that the first beneficiaries of the Bill and Melinda Gates Foundation were public libraries, including Jacksonville Public Library, which received funds to improve customer access to technology. The Urban libraries Council (ULC) has asked JPL and other libraries to approve a resolution in anticipation of the Gates Foundation being given ULC's Executive Board Leadership Award.

Trustee Bill Mason moved to approve the Resolution Honoring the Bill and Melinda Gates Foundation.

Trustee King seconded the motion. Approved.

10. Director's Report

Director Barbara Gubbin summarized highlights of her Director's Report, which was provided in written form. The library is participating in the annual Deck the Chairs event to benefit the Volunteer Life Saving Corps of Jacksonville Beach. Interviews were held with four candidates for the Main Library Conference Center Manager position, and a recommendation has been made to Human Resources. The State Aid budget will continue to decrease due to decreases in the City's budget for the library. Urban Core usage figures have been particularly good in the wake of last year's restoration of hours of service at those locations. JPL's partnership with UF Health continues, with another intern from the UF Resident Training program being provided a tour of the Main Library and a review of library services to young children. JPL's Early Childhood Specialist Susan Mankowski will be presented the United Way of Northeast Florida Sherwood H. Smith Children's Champion Award on September 15th.

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

Chair Skinner, noting that this will be her last meeting as Board Chair, reflected on her tenure. She believes that the Board is in a uniquely good position for advocacy going forward, as it is now working with a City Council possessed of interest in continuing to restore hours of library service. She celebrated progress made during her tenure and thanked Trustee Simmons-Hutchins for her own work in the same position, wishing incoming Chair Ronnie King well and asking those present to respect his style as they respected hers.

12. Mayor's Office and Ex-Officio Reports

Dr. Johnny Gaffney, Mayor's Liaison to Boards and Commissions, extended his appreciation to those who supported the mayor's recently successful ballot initiative towards solving the City's pension crisis. Ex-Officio Trustee Larry Rozers is looking forward to the next year of the DCPS-JPL partnership.

13. Friends' Reports

Friends groups shared their recent and upcoming activities. Judy Klein of the Friends of the Murray Hill Library appreciated that the library will remain open late for the neighborhood's upcoming Centennial celebration. Director Gubbin noted that Lynn Sherman (Friends of the Dallas Graham Library) will soon be honored by WJCT as an American Graduate Champion, one who has committed time, skills or resources to help young people succeed. Incoming Board Chair Ronnie King is also being so honored.

14. Adjournment

The meeting was adjourned at 2PM.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES 10/13/16.