

**Minutes
Board of Library Trustees Meeting
October 13th, 2016
Main Library
303 North Laura Street**

Present:

Ronnie King, Chair
Mario Payne, Secretary
Sybil Ansbacher, Foundation Liaison
Charlie Kleeman, Trustee
Jackie Perry, Trustee
Gerald Reid, Trustee
Dr. Brenda R. Simmons-Hutchins,
Trustee

Absent:

Tim Anderson, Vice-Chair
Guy K. Anderson, Trustee
Marc Hardesty, Trustee
Dr. Bill Mason, Trustee
Erin Vance Skinner, Trustee

Staff:

Barbara A. B. Gubbin, Library Director
Jennifer Giltrop, Deputy Director,
Public Services
Gretchen Mitchell, Assistant Director,
Support Services
Richard Mott, Manager for Strategic
Initiatives
Aubrey Winship, Assistant Director,
Facilities and Planning
Andrew Herron, Executive Assistant to
the Director

Others Present:

Jim McCain, Assistant General
Counsel, COJ Office of the
General Counsel
Jamie Self, Director of
Development, Jacksonville Public
Library Foundation
Larry Roziars, Ex-Officio Trustee,
Duval County Public Schools

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

Alvin Xex, Customer, JPL

1. Call to Order and Introductions

Chair Ronnie King called the meeting to order at 12:04PM. A quorum was present.

2. Approval of Minutes

Trustee Sybil Ansbacher moved to approve the minutes of September 8th, 2016.

Trustee Brenda Simmons-Hutchins seconded the motion. Approved.

Amendment of Agenda

Trustee Gerald Reid moved to amend the agenda to discuss the Annual Plan of Service expeditiously. (Recorded under New Business, below.)

Trustee Mario Payne seconded the motion. Approved.

3. Chair's Report

Chair King discussed recent and upcoming events of relevance to the Board: The Board's committee assignments for the coming Board year are:

-Finance Committee: Mario Payne as Chair, Tim Anderson and Bill Mason as members,

-Governance Committee: Charlie Kleeman as Chair, Guy Anderson, Sybil Ansbacher, Gerald Reid, Jackie Perry, Brenda Simmons-Hutchins and Erin Vance Skinner as members,

-ad hoc Committee on Capital Improvements: Guy Anderson and Tim Anderson as Co-Chairs, Bill Mason and Brenda Simmons-Hutchins as members.

The Fiscal Year 2017 Budget passed the City Council on September 27th, with \$500K more for library materials and Project LEAP (literacy initiative in the Urban Core) funded with expanded locations. Hurricane Matthew did no significant damage to Jacksonville Public Library (JPL) structures. The Career Online High School Program held its graduation ceremony on September 28th, with Mayor's Director for Community Affairs Dr. Charles Moreland in attendance. The "Joy of Discovery" mural was unveiled in the Joy G. Korman Discovery Zone of the Main Library on September 29th. The Northeast Florida Library Information Network (NEFLIN) has awarded JPL its 2016 Innovation Award for the DCPS Student Card Partnership and its Golden Apple Award for dedication to staff training. NEFLIN also named JPL's Manager for Youth Services Amber Holley as its Member of the Year. JPL Deputy Director for Public Services Jennifer Giltrop attended the Urban Libraries Council's annual conference in Kansas City.

4. Committee Reports

Trustee Gerald Reid reported on the most recent meeting of the Board's **Governance Committee**, at which action items were discussed. (Described under New Business, below.)

Finance Committee Chair Mario Payne 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 Sybil Ansbacher called upon Foundation Director of Development Jamie Self to report on recent events of relevance to the **Jacksonville Public Library Foundation**. Dr. Self noted the end of Meredith O'Malley Johnson's tenure on the Foundation Board and the beginning of Kathy McIlvaine's. He has formulated a monthly dashboard which will give a view of the Foundation's progress toward fundraising goals.

5. Fiscal Year 2017 Annual Plan of Service; Measuring Library Effectiveness

Richard Mott, JPL's Manager for Strategic Initiatives, discussed JPL's proposed Annual Plan of Service, which can be read at:

<http://www.jaxpubliclibrary.org/sites/default/files/1013.6.FY2017Annual-Plan-of-Service.pdf>.

6. Old Business – None

7. New Business

Fiscal Year 2017 Annual Plan of Service

Trustee Gerald Reid moved from the Governance Committee to approve the proposed Fiscal Year 2017 Annual Plan of Service.

Approved.

Approval of Revised Budget for Expending State Aid

Trustee Mario Payne moved to approve minor revisions to JPL's budget for expending State Aid.

Trustee Jackie Perry seconded the motion. Approved.

Board Meeting Calendar for 2017

Trustee Gerald Reid moved from the Governance Committee to approve a proposed Board Meeting Calendar for 2017.

Approved.

Resolution in Favor of Friends of Libraries Week

Trustee Gerald Reid moved from the Governance Committee to approve a resolution in favor of Friends of Libraries Week.

Approved.

8. Director's Report

Director Barbara Gubbin summarized highlights of her Director's Report, which was provided in written form. She invited trustees to explore the library's "Maker Space," which is currently in development on the first floor of the Main Library, and to view its recently unveiled mural in the Children's Area on the second floor, which was explained under the Chair's Report, above. Director Gubbin explained that a partner in the library's effort to replace the Dallas Graham Library with a newer facility has decided not to move forward with the project, however, money still exists in the City's Capital Improvement Plan (CIP) for the project. The Main Library has a new Conference Center Manager, Mandie McKenzie.

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

Chair King encouraged trustees to keep Board Assistant Andrew Herron updated on any of their Board related activities.

10. Mayor's Office and Ex-Officio Reports

Ex-Officio Trustee Larry Rozers, DCPS, spoke briefly of the upcoming school year.

11. Friends' Reports

Friends groups shared their recent and upcoming activities. Margaret Smith, Friends of the Jacksonville Public Library (FJPL), noted that the 60th

Anniversary of FJPL will occur on November 9th. Roxanne Henkle, Friends of the Willowbranch Library, shared that she has a stronger appreciation for internet access offered by libraries in the wake of temporarily losing her own. Romanda Fields, Friends of the Dallas Graham Library, and Melvin Turnage, Friends of the Brentwood Library, shared upcoming meetings and events of their organizations.

12. Comments from Members of the Public

Mr. Alvin Xex, Library Customer, addressed the Board, concerned that black males are negatively stereotyped by the library system, particularly with regards to employment. He requested information on the number and job classifications of Black Males hired by the library, a description of the experience demanded for librarians and librarian support positions, and details about any outreach the library has done to the homeless. Chair King gave Mr. Xex his assurance that the matter would be explored at the next meeting of the library's Governance Committee.

13. Adjournment

The meeting was adjourned shortly before 2PM.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES 11/10/16.