

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

Present:

Ronnie King, Chair
Tim Anderson, Vice-Chair
Mario Payne, Secretary
Sybil Ansbacher, Foundation Liaison
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Jackie Perry, Trustee
Gerald Reid, Trustee
Erin Vance Skinner, Trustee

Absent:

Guy K. Anderson, Trustee
Dr. Bill Mason, Trustee
Dr. Brenda R. Simmons-Hutchins,
Trustee

Staff:

Barbara A. B. Gubbin, Library Director
Jennifer Giltrop, Deputy Director,
Public Services
Mark Merritt, Deputy Director,
Administration & Finance
Gretchen Mitchell, Assistant Director,
Support Services
Richard Mott, Manager for Strategic
Initiatives
Chris Boivin, Assistant Director,
Community Relations and
Marketing
Aubrey Winship Shah, Assistant
Director, Facilities Management
and Planning
Andrew Herron, Executive Assistant to
the Director

Others Present:

Brandon Mack, Supervisor of
Partnerships, Community
Engagement, and Special
Projects, Duval County Public
Schools, attending for Larry
Roziers, Trustee Ex-Officio, Duval
County Public Schools
Jim McCain, Assistant General
Counsel, COJ Office of the
General Counsel
Jamie Self, Director of
Development, Jacksonville Public
Library Foundation

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
Ed Zoller, Friends of the South
Mandarin Library

1. Call to Order and Introductions

Chair Ronnie King called the meeting to order at 12:10PM. A quorum was present.

2. Approval of Minutes

Trustee Tim Anderson moved to approve the minutes of November 10th, 2016.

Trustee Marc Hardesty seconded the motion. Approved.

3. Chair's Report

Chair King discussed recent and upcoming events of relevance to the Board: Landscaping improvements at the Beaches Library were unveiled on November 19th with Neptune Beach Mayor Harriet Pruette, incoming Neptune Beach Mayor Elaine Brown, Trustees Guy Anderson, Tim Anderson, Sybil Ansbacher, and Charlie Kleeman in attendance. Chair King thanked Public Works for the landscaping improvements and the Friends of the Beaches Library for their contributions. The 11th Annual Teen Battle of the Bands occurred on November 19th from noon to 2PM in Hemming Park. Jill Dame, CEO of Leadership Jacksonville, was approved by the City Council Rules Committee on December 6th to become the Library Board's next trustee. The Board's newly appointed ad hoc Committee on Capital Improvements will meet to strategize and advocate for capital improvements to Jacksonville Public Library (JPL). The Florida Library Association has set March 9th for FLA Library Day, a daylong event in Tallahassee where library trustees and others advocate directly to elected officials for State Aid and other library-related interests. Chair King welcomed all who could attend to inform staff.

4. Committee Reports

Governance Committee Chair Charlie Kleeman reported on the most recent meeting of the committee, in which the group reviewed the results of the relationship established one year ago between the Library and the Foundation. Specifically, the Foundation Director of Development now reports directly to the Library Director, and committee members heard perspectives that the relationship has contributed to efficiency and cooperation. The committee also reviewed information regarding employment of black males at Jacksonville Public Library and discussed proposed changes to the Main Library Conference Center contract.

Finance Committee Chair Mario Payne reported on the most recent meeting of the committee, in which financial reports were reviewed.

Personnel Committee Chair Gerald Reid thanked trustees for their input on Director Gubbin's 2016 performance and reported that the committee will soon finalize its findings.

Foundation Liaison Sybil Ansbacher called upon Director of Development Jamie Self to report on recent events of relevance to the **Jacksonville Public Library Foundation**. Dr. Self announced that new Foundation Board officers are: Kevin Hyde as Chair, Carlton DeVooght as Vice Chair, Kaitlyn Weatherly as Treasurer, and Robert Chassman as Secretary.

5. Strategic Discussion: Review of FY 2016 Library Usage

Richard Mott, JPL's Manager for Strategic Initiatives, shared insights gained from JPL's recent review of FY 2016 usage statistics. Program attendance soared, and outreach programs expanded, including Project LEAP, the library's literacy outreach program in the Urban Core and the library's partnership with Duval County Public Schools to introduce students to libraries. Locations with increased hours of service saw increased visitor counts, a trend which was most dramatic in the Urban Core. Mr. Mott invited discussion on the subject of geographic focus – whether it is preferable to focus such efforts on areas of the city with the greatest need (limited access to information) or on those areas where the highest customer usage would likely follow restoration of service hours. Trustee Ansbacher expressed sympathy for the “greatest need” approach but noted that need exists city wide, often in areas that are thought to be affluent.

6. Old Business – None

7. New Business – None

8. Director's Report

Director Barbara Gubbin summarized highlights of her Director's Report, which was provided in written form. Asbestos abatement is forthcoming at the Brentwood Library. The Murray Hill Library has reopened after repairs from water damage and will have carpets replaced in January. New equipment has been installed to reopen library lockers in Oceanway, but technical problems continue. The library is evaluating whether or not to replace the PHAROS (printing and computer management) software, but it would come at a significant cost and need to be specifically budgeted for.

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

Trustees shared details of their recent Board related activities.

10. Mayor's Office and Ex-Officio Reports

Brandon Mack, Supervisor of Partnerships, Community Engagement, and Special Projects for Duval County Public Schools, who was attending for Larry Roziers, Trustee Ex-Officio, discussed the DCPS Parent Academy and shared news of upcoming “Discover Duval Schools” tours.

11. Friends' Reports

Friends groups shared their recent and upcoming activities. Margaret Smith of the Friends of the Jacksonville Public Library noted its upcoming holiday celebration and invited those present to attend. Roxanne Henkle of the Friends of the Willowbranch Library noted progress on the nearby community garden. Melvin Turnage of the Friends of the Brentwood Library thanked the Board and staff for their service. Ed Zoller of the Friends of the South Mandarin Library discussed the group's book sale and the funds raised to support that library.

12. Adjournment

The meeting was adjourned at 1:48PM.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES 1/12/17