

Minutes
Board of Library Trustees Meeting
April 13th, 2017
Southeast Regional Library
10599 Deerwood Park BLVD 32256

Present:

Ronnie King, Chair
Sybil Ansbacher, Foundation Liaison
Guy K. Anderson, Trustee
Jill Dame, Trustee
Charlie Kleeman, Trustee
Dr. Bill Mason, Trustee
Mario Payne, Secretary
Jackie Perry, Trustee
Dr. Brenda R. Simmons-Hutchins,
Trustee

Absent:

Tim J. Anderson, Vice-Chair
Marc Hardesty, Trustee
Gerald Reid, Trustee

Staff:

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

Others Present:

Larry Roziers, Board Member Ex-
Officio, Duval County Public
Schools, and Assistant
Superintendent
Jim McCain, Assistant General
Counsel

Friends:

Margaret Smith, Friends of the
Jacksonville Public Library
Roxanne Henkle, Friends of the
Willowbranch Library
Judy Klein, Friends of the Murray Hill
Library
John Peck, Friends of the Murray Hill
Library
Melvin Turnage, Friends of the
Brentwood Library

Awardees, Volunteers and
Honorees Mentioned Below

1. Call to Order and Introductions

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

2. Approval of Minutes

Trustee Bill Mason moved to approve the Library Board Minutes of March 14th, 2017.

Trustee Guy Anderson seconded the motion. Approved.

3. Chair's Report

Chair King discussed recent and upcoming events of relevance to the Board: Director Barbara Gubbin has announced that she will retire effective June 30th. The Jax Book Fest was held at the Main Library on March 25th, with 150 authors in attendance and 3,604 in attendance. Florida First Lady Ann Scott visited the Main Library on March 15th. Community Town Halls have been held in all JPL regions to solicit stakeholder input for the library's new Strategic Plan. Two vacancies are forthcoming on the Board. Chair King encouraged attendees to advocate for state and federal funding sources, which are endangered.

4. Director's Report

Director Barbara Gubbin summarized highlights of her Director's Report, which was provided in written form. She noted the passing of Jane Harris, recently retired Webb Region Manager. She reported ongoing negotiations with VRL Architects for design work on renovated children's spaces at the Highlands and Webb Wesconnett Libraries. The Oceanway Lockers are operational after a long period of mechanical difficulties, and Trustee Guy Anderson and resident Dot Mathias continue working to advocate for a new branch library for the region. Karen Walker, Manager of E-Services and Digital Access, recently represented Jacksonville Public Library (JPL) at the Computers in Libraries Conference in Washington, DC. The Main Library now offers SELF-E, a program available to any author who would like to submit their work to become part of the *Library Journal* curated collection of e-books. Mira Nair, Film Director of *The Namesake*, based on JPL's Big Read Book for 2016, appeared in events for the Library and Foundation in March. The Center for Adult Learning's Career Online High School Program has now had 23 graduates.

5. Staff Presentation – The Southeast Regional Library

Erica Brown, Manager for the Southeast Regional Library, reported on the library and its programs.

6. Discussion: FY 2018 Budget

Deputy Director Mark Merritt reviewed the library's proposed FY 2018 Budget. (See "New Business," below.)

7. Committee Reports

Governance Committee – Committee Chair Charlie Kleeman reported on the latest meeting of the Governance Committee, at which the committee approved priorities for the proposed FY 2018 budget. (See "New Business," below.)

Finance Committee – Committee Chair Mario Payne reported on the latest meeting of the Finance Committee, at which the committee approved the proposed FY 2018 budget. (See "New Business," below.)

ad Hoc Committee on Capital Improvements Co-Chair Guy Anderson reported that he and Committee Member Dot Mathias are beginning to advocate to the City Council for a library in far north Jacksonville (Oceanway) and are investigating the possibility that Community Redevelopment Agency funds might be used. Council Member Reggie Gaffney has requested a meeting with Ms. Mathias.

Foundation Liaison Sybil Ansbacher reported on recent events of relevance to the **Jacksonville Public Library Foundation**. A new Memorandum of Understanding is being developed to change the arrangement under which the Foundation pays the library.

8. Old Business – None

9. New Business – Approval of FY 2018 Budget

Trustee Jill Dame recommended voting on the Library's Proposed FY 2018 Budget and proposed enhancements as separate items. Proposed enhancements include: restoring 8 hours of weekly service to 9 branches that currently lack six-day-a-week service, funding furniture fixtures and equipment, including repair and maintenance, and funding the rebuilding of collections.

Trustee Dame moved to approve the proposed FY 2018 Budget.

Trustee Brenda Simmons-Hutchins seconded the motion. Approved.

Trustee Dame moved to approve the proposed FY 2018 Budget Enhancements.

Trustee Ansbacher seconded the motion. Approved.

10. Trustee Comments

Trustees shared details of their recent Board related activities.

11. Mayor's Office and Ex-Officio Reports

Larry Roziers, Trustee Ex-Officio, Duval County Public Schools (DCPS), reported on recent events of relevance to DCPS and on his intent to work with the library to ensure that books checked out under student accounts are returned.

12. Friends' Reports

Friends groups shared their recent and upcoming activities.

13. Ceremony Recognizing Volunteers

JPL Volunteers from many locations were honored by Board Chair King for their service to the Library. The Library honored Teen Volunteer Bre'Aisha Stallworth, Computer Instruction Volunteer Gary Tomeny, English as a Second Language Volunteer Noreen Stephenson, Friends of the Library Volunteer Wendy Warner, and various Friends of the Library Groups: The Friends of the: Jacksonville Public Library, Beaches Library, Bradham Brooks Library, Murray Hill Library, Willowbranch Library, Dallas Graham Library, Brentwood Library, South Mandarin Library, and Maxville Library. Chair King

also thanked Sylvia Wren, President of the Friends of the Jacksonville Public Library.

14. Adjournment

The meeting was adjourned shortly before 2:20PM.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES 05/11/17.