

**Minutes**  
**Board of Library Trustees Meeting**  
**July 13<sup>h</sup>, 2017**  
**Main Library**  
**303 North Laura Street**

Present:

Ronnie King, Chair  
Tim J. Anderson, Vice-Chair  
Mario Payne, Secretary  
Sybil Ansbacher, Foundation Liaison  
Guy K. Anderson, Trustee  
Jill Dame, Trustee  
Charlie Kleeman, Trustee  
Gerald Reid, Trustee  
Dr. Brenda R. Simmons-Hutchins,  
Trustee

Absent:

Marc Hardesty, Trustee  
Dr. Bill Mason, Trustee  
Jackie Perry, Trustee

Staff:

Jennifer L. Giltrop, Interim Director  
Mark Merritt, Deputy Director,  
Administration & Finance  
Richard Mott, Manager, Strategic  
Initiatives,  
Chris Boivin, Assistant Director,  
Community Relations and  
Marketing  
Gretchen Mitchell, Assistant Director,  
Support Services  
Julie McNeil, Assistant Director for  
Public Services  
Sara Roberts, Region Manager,  
Pablo Creek Region  
Michael Sullivan, Region Manager,  
Main/Urban Region  
Aubrey Winship, Assistant Director,  
Facilities & Planning  
Charlene Ovshak, Supervisor, Library  
Circulation  
Jackie Spiritas, Manager, Pablo  
Creek Library  
Andrew Herron, Executive Assistant  
to the Director

Others Present:

Tia Leathers, Board Member Ex-  
Officio, Duval County Public  
Schools  
Jim Love, Liaison, City Council  
Jim McCain, Assistant General  
Counsel  
Jamie Self, Executive Director,  
Jacksonville Public Library  
Foundation  
  
Margaret Smith, Friends of the  
Jacksonville Public Library  
Melvin Turnage, Friends of the  
Brentwood Library  
Florence Cunningham, Friends of  
the Brentwood Library  
Florence Patterson, Friends of the  
Dallas Graham Library  
Judy Klein, Friends of the Murray Hill  
Library  
Roxanne Henkle, Friends of the  
Willowbranch Library

**1. Call to Order and Introductions**

Chair Ronnie King called the meeting to order shortly after 12:00PM. A quorum was present. He welcomed City Council Member Jim Love, newly appointed Council Liaison to the Board. He also welcomed Interim Director

Jennifer Giltrop to her first meeting in her new position and observed a moment of silence in honor of Bill Brinton, recently departed library advocate and son of former Library Director Harry Brinton.

## 2. Approval of Minutes

**Trustee Guy Anderson moved to approve the Library Board Minutes of June 8<sup>th</sup>, 2017.**

Trustee Sybil Ansbacher seconded the motion. Approved.

## 3. Chair's Report

Chair King discussed recent and upcoming events of relevance to the Board: A week before retiring, Director Barbara Gubbin received the Ernest A. DiMattia Award for Innovation and Service to the community at the American Library Association Conference in Chicago. Mayor Lenny Curry will announce his official proposed budget for FY 2018 on July 17<sup>th</sup> at 9AM in City Council Chambers.

## 4. Director's Report

Interim Director Jennifer Giltrop summarized her Director's Report, which was provided to trustees in written form: The Smart Horizons Career Online High School (COHS) program has not been funded in the State's budget for FY17-18. The library is consulting with other libraries to find ways to keep the program going, but it is not currently available for new scholarships. Project LEAP, the library's literacy initiative in the Urban Core, continues to provide impact within the community. "Build a Better World," the library's Summer Learning program, started June 1<sup>st</sup> with kickoff celebrations at every library the week of June 3<sup>rd</sup> through 10<sup>th</sup>. The CDBG (Community Development Block Grant) funded project to install new carpet at the Brentwood Branch Library is progressing. The contract with VRL Architects for improvements to Children's Centers at the Highlands and Webb Libraries has been fully executed. The Hicks Auditorium at the Main Library is getting a full refresh of its audiovisual equipment, which has passed its useful life. The Friends of Hemming Park will be relocating their office from the Main Library to the Ed Ball Building; library staff are considering options for use of the space.

Florida Senator Aaron Bean served as guest reader at "Stories and Art for Early Literacy" at the Pablo Creek Library on June 6<sup>th</sup>. The Beaches Branch Library enjoyed a healthy crowd at the Flamingo Book Club's recent Skype chat with Dave Barry.

## 5. Committee Reports

**Governance Committee** – Committee Chair Charlie Kleeman reported on the most recent meeting of the Governance Committee, at which action items were discussed. (See "New Business," below.)

**Finance Committee** – Committee Chair Mario Payne reviewed financial reports discussed at the committee's latest meeting.

**Library Director Selection Committee** – Will meet August 2<sup>nd</sup>.

**ad Hoc Committee on Capital Improvements** Co-Chair Guy Anderson reported on continuing discussions with Council Member Reggie Gaffney, who remains interested in the construction of a library for far north Jacksonville.

Per Foundation Liaison Sybil Ansbacher, Foundation Executive Director Dr. Jamie Self reported on recent events of relevance to the **Jacksonville Public Library Foundation**, including the successful conclusion of the recent "Hi\$5" fundraising campaign and upcoming Foundation events such as a private reception on August 1<sup>st</sup> and an upcoming celebration on November 9<sup>th</sup> at the Main Library of Jacksonville Public Library being named Florida Library Association Library of the Year.

**Personnel Committee** – Did not meet.

6. **Old Business** – None.

7. **New Business**

a. **Circulation Policy Change re Juvenile Fines**

After consideration by the Board, in order to standardize juvenile and adult library fines:

**Governance Committee Chair Charlie Kleeman moved on behalf of the committee to approve a staff proposal to raise juvenile fines from 10 cents per day to 20 cents per day for books, audiobooks, and compact discs, effective 9/1/17.**

Approved.

b. **Collection Development Policy: Special Collections**

After consideration by the Board, in order to bring focus to acquisitions and public information for the Florida, African American, Delius, Genealogy, Ansbacher Map, and Government Documents collections:

**Governance Committee Chair Charlie Kleeman moved on behalf of the committee to approve a staff proposal defining the scope of Special Collections at the Main Library.**

Approved.

c. **Appointment of Nominating Committee**

Chair King reported that he has appointed a committee to nominate Board Officers for the coming year, comprised of Trustees Mario Payne, Guy Anderson, and Gerald Reid. The committee will bring forward a slate of candidates in August.

**8. Presentation: Creative Programming: Update on Turn it Up Thursdays**

Sara Roberts, Region Manager for the Pablo Creek Region, and Jackie Spiritas, Branch Manager for the Pablo Creek Regional Library, discussed the library's successful creative programming venture, Turn it Up Thursdays, in which the library becomes a festive center of educational presentations, activities, and music.

**9. Trustee Comments**

Trustees shared details of their recent Board-related activities.

**10. Mayor's Office and Ex-Officio Reports**

Council Member Jim Love expressed joy at joining the Library Board as a City Council liaison and offered help in publicizing the many services the library offers. Tia Leathers, Ex-Officio Liaison to the Board, DCPS, discussed upcoming events related to DCPS.

**11. Friends Reports**

Friends groups shared their recent and upcoming activities.

**12. Adjournment**

The meeting was adjourned at 1:30PM.

**APPROVED BY THE BOARD OF LIBRARY TRUSTEES 8/10/17.**