

Minutes
Board of Library Trustees Meeting
August 10th, 2017
Regency Square Branch Library
9900 Regency Square

Present:

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

Absent:

Jackie Perry, Trustee
Tim J. Anderson, Vice-Chair

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
Julie McNeil, Assistant Director for
Public Services
Lynn Jacobson, Manager,
Bibliographic Systems and Access
Keli Likins, Region Manager,
Southeast Region
Sara Roberts, Region Manager,
Main/Urban Region
Jackie Spiritas, Interim Region
Manager, Pablo Creek Region
Michael Sullivan, Interim Assistant
Director, Facilities
Greg Pierce, Branch Manager,
Regency Square Library
Andrew Herron, Executive Assistant
to Director

Others Present:

Hon. Jim Love, Board Liaison, City
Council
Dr. Johnny Gaffney, Mayor's Liaison
to Boards and Commissions
Brandon Mack, Duval County
Public Schools
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
Judy Klein, Friends of the Murray Hill
Library
Virginia Maxted, Friends of the
Beaches Library

Honorees Mentioned Below

1. Call to Order and Introductions

Chair Ronnie King called the meeting to order shortly after 12:00PM. A quorum was present.

2. Honors

Chair King and JPL Interim Director Jennifer Giltrop recognized retired Deputy Director Carolyn Williams, in whose honor JPL created a new “team awards” category to recognize staff for meritorious service. The “Model the Way” Team Award went to staff members Amber Holley, Lisa Buggs, Keli Likins, Chris Boivin, Terry Welch, Olga Bayer, Rebekah Mitchell, Stephanie Miller, Michael Sullivan, and Foundation Executive Director Jamie Self for their work on the 2017 Jax Book Fest at the Main Library. The “Challenge the Process” Team Award went to staff members Siu Yam, Alicia Dottery, Danielle Linnen, Kimberly Washington, Illeshia Massaline, Kristina Mikhedok, Arlin Estes, Shirley Holcomb, and Nikki Denton for their work on the Pablo Creek Library’s Hi \$5 for Reading fundraising campaign.

Chair King and JPL Interim Director Giltrop honored Terry Welch, Library Clerk at the Beaches Library, as JPL’s **Employee of the Quarter** for her many efforts to engage customers, including her notable work on author Dave Berry’s recent Skype appearance at the branch. They also honored Assistant to the Deputy Director Nicolle Burton for coordinating the library’s Volunteer Recognition Program during National Library Week, and Dana Curry, Library Assistant at the Webb Wesconnett Library, for her work on the library’s Comic Con.

3. Approval of Minutes

Trustee Mario Payne moved to approve the Library Board Minutes of July 13th, 2017.

Trustee Guy Anderson seconded the motion. Approved.

4. Chair’s Report

Chair King discussed recent and upcoming events of relevance to the Board: Mayor Lenny Curry announced his proposed budget for FY 2018 on July 17th in City Council Chambers. Chair King thanked trustees and Friends of the Library who’ve advocated to City Council Members regarding the Board’s two most urgent priorities – securing funding to rebuild library collections and to extend six-day-a-week service to the nine branches that still lack it.

Board Members discussed the frequency with which materials budgets have been cut over the years, expressed concern that one-time funding for materials from Fall 2016 be made recurring, and heard Interim Director Giltrop explain that there are currently up to 8 month wait times for the library’s most popular e-materials. They also discussed the need to combat the perception that recently being named Florida Library Association Library of the Year means that funding levels are adequate, when JPL actually has lower per-capita funding than many peer libraries.

Chair King thanked City Council Member Jim Love, Liaison to the Board, for attending the day’s Finance Committee meeting.

5. Director's Report

Interim Director Jennifer Giltrop summarized her Director's Report, which was provided to trustees in written form: The Brentwood Library will close for asbestos abatement and other improvements from August 14th to September 30th. Michael Sullivan, Region Manager for the Main/Urban Region has been reassigned as Interim Director for Facilities in the wake of former Assistant Director Aubrey Winship's departure; remodeling of the Webb Wesconnett and Highlands Libraries' children's rooms has been delayed while a permanent replacement is found. The Summer Learning program has concluded successfully.

Oceanway Library: Support and community interest continues to grow for a new library in the Oceanway area of north Jacksonville, a project in the library's City-approved CIP (Capital Improvement Plan), with attention focusing on an empty retail space in the shopping center "Oceanway Crossing" that used to be occupied by a Food Lion. Trustees Guy Anderson, Marc Hardesty, and Mario Payne have advocated the matter to community groups and other stakeholders. City Council Member Jim Love endorsed the economic feasibility of placing a library in such a space. Council Member Love lent perspective on specific changes coming to the area, including housing growth, a new Amazon.com™ facility and its likely impact on tax revenues. He also explored the idea of selling naming rights to the facility. City Council Member Reggie Gaffney continues to explore the possibility of using Jacksonville International Airport Community Redevelopment Area (JRA CIA) funds for the project.

6. Presentation – The Regency Square Library

Greg Pierce, Branch Manager for the Regency Square Library, reported on educational programs of the branch, including Stories and Science for Young Children, a feature of which is an opportunity for families and their children to interact within the learning process.

7. 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 "Old Business" and "New Business," below.)

Finance Committee – Committee Chair Mario Payne reviewed financial reports discussed at the committee's latest meeting, at which action items were discussed. (See "New Business," below.)

Nominating Committee – Committee Chair Mario Payne reported on the most recent meeting of the Nominating Committee, at which action items were discussed. (See "New Business," below.)

Library Director Selection Committee – Chair King reported that the committee continues to meet in its efforts to recruit a permanent Library Director.

ad Hoc Committee on Capital Improvements – (See “Oceanway Library,” under “Director’s Report,” above.)

Foundation Liaison Sybil Ansbacher and Foundation Executive Director Dr. Jamie Self reported on recent events of relevance to the **Jacksonville Public Library Foundation**, including an upcoming celebration on November 9th at the Main Library for Jacksonville Public Library’s being named Florida Library Association Library of the Year. Additionally, the Foundation has experimented with acting as a broker for artists who exhibit in the Jax Makerspace. The Foundation already has sold three paintings, a percentage of which accrues to the Foundation.

Personnel Committee – Did not meet.

8. Old Business

a. 2018-2020 Strategic Plan

After consideration by the Board, staff, and library stakeholders throughout the preceding months:

Governance Committee Chair Charlie Kleeman moved on behalf of the committee to approve JPL’s 2018-2020 Strategic Plan.

Approved. Unanimous consent.

9. New Business

a. Meeting Room Policy

After consideration by the Board, in order to bring clarity to the conditions under which the library reserves free meeting room space for customers and groups, specifying that: a) a library card in good standing is required to reserve space, b) community rooms require an expected attendance of five or more, c) no funds shall be collected on library property except for the sole benefit of the library or at approved library programs, and d) reservations can be made up to three months in advance but JPL reserves the right to limit the number of reservation by group,

Governance Committee Chair Charlie Kleeman moved on behalf of the committee to approve the revised meeting room policy.

Approved. 1 dissent: Trustee Guy Anderson.

b. FY 2018 State Aid Budget

In order to allocate State Aid funds for the FY 2018 year for such items as library materials, furniture, fixtures and equipment, support services technology, and training, it was decided to vote next month on the FY 2017-2018 State Aid Budget, which was provided in draft form.

c. FY 2018 Foundation Budget

After consideration by the Board, in order to allocate Foundation funds for the FY 2018 year to such items as professional development, courtyard maintenance, and staff development,

Finance Committee Chair Mario Payne moved to approve the FY 2018 Jacksonville Public Library Foundation Budget.

Trustee Charlie Kleeman seconded the motion. Approved.

d. Slate of Nominees for 2018 Board Offices

After consideration by the Board, in order to nominate a slate of Board officers for the 2018 Board Year on which Board Members can vote at next month's meeting:

Nominating Committee Chair Mario Payne moved on behalf of the committee to approve the following slate of nominees for Board Offices in 2018:

-Chair: Ronnie King

-Vice-Chair: Tim Anderson

-Board Secretary: Jill Dame

-Foundation Liaison: Sybil Ansbacher.

Approved. Unanimous consent.

10. Trustee Comments

Trustees shared details of their recent Board-related activities.

11. Mayor's Office and Ex-Officio Reports

City Council Member Jim Love further discussed plans for a new library in the Oceanway area. (See "Oceanway Library" under "Director's Report," above.) Mayor's Liaison Dr. Johnny Gaffney counseled the Board not to hesitate to mention the library's recent accomplishments in its advocacy.

12. Friends Reports

Friends groups shared their recent and upcoming activities.

13. Adjournment

The meeting was adjourned at 1:53PM.

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