

Minutes
Board of Library Trustees Meeting
February 8th, 2018
Jacksonville Public Library
303 North Laura Street

Present:

Ronnie King II, Chair
Tim J. Anderson, Vice-Chair
Sybil Ansbacher, Foundation Liaison
Guy K. Anderson, Trustee
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Celia Nass, Trustee
Mario Payne, Trustee
Jackie Perry, Trustee

Absent:

Jill Dame, Secretary
Carlo Fassi, Trustee
Gerald Reid, Trustee

Staff:

Tim Rogers, Director
Jennifer L. Giltrop, Deputy Director,
Public Services
Chris Boivin, Assistant Director,
Community Relations and Marketing
Amber Holley, Manager, Youth Services
Julie McNeil, Assistant Director, Public
Services
Gretchen Mitchell, Assistant Director,
Support Services
Richard Mott, Manager, Strategic
Initiatives
Raymond Albury, Assistant Director,
Facilities
Marshelle Berry, Region Manager,
Highlands Region
Keli Likins, Region Manager, Southeast
Region
Michael Sullivan, Region Manager,
Pablo Creek Region
Sara Roberts, Region Manager, Main
Region
Andrew Herron, Executive Assistant to
Director

Others Present:

Dr. Johnny Gaffney, Mayor's Liaison,
Boards and Commissions
Jim McCain, Assistant General Counsel
Tia Leathers, Ex Officio, DCPS
Jamie Self, Executive Director,
Jacksonville Public Library Foundation

Margaret Smith, Friends of the
Jacksonville Public Library
Joshua Messinger, Friends of the
Beaches Library
Melvin Turnage, Friends of the
Brentwood Library
Judy Klein, Friends of the Murray Hill
Library
Roxanne Henkle, Friends of the
Willowbranch Library
Guests and Other Staff

1. Call to Order and Introductions

Board Chair Ronnie King called the meeting to order shortly after 12:00PM and welcomed Mr. Tim Rogers, JPL's new Library Director. A quorum was present.

2. **Honors and Recognition**

Chair King honored departing Deputy Director (and recent Interim Director) Jennifer Giltrop for her leadership of JPL, her championship of system standards, her advocacy of a library for Oceanway, and her successful negotiations with the City Council and other library stakeholders during the FY 2018 budget advocacy process. Chair King and Director Rogers named Librarian Alison McCarty of Support Services as JPL's Employee of the Quarter for her creation of Readers' Advisor training for staff. They also honored JPL employees Mark Hohnadel and Margo Crafton of the Mandarin Library for their work on the Prime Time Family Reading program, employees Robin West Rogers, Crystal Kadkhodaie, and Alison Pulley for their monthly art programming for homeschoolers, Angela Bencomo of the Main Library for her work on multiple committees, Melodie Brunson of the West Library for her work to memorialize former JPL employee Jane Harris, Justin Keiser of Support Services for solving a major bug in the library's linked data project, Cindy Mathieson of the Regency Library for her programming around the topic of global warming, Brentley Stead of Community Relations and Marketing for her proactivity in discovering and responding to online reviews of the library, and Siu Yam for exhibiting noteworthy customer service skills under pressure.

3. **Approval of Minutes**

Trustee Celia Nass moved to approve the Library Board Minutes of January 11th, 2018.

Trustee Charlie Kleeman seconded the motion. Approved.

4. **Chair's Report**

Chair King discussed recent and upcoming events of relevance to the Board. He thanked trustees who attended the recent unveiling of the 29th Annual Black History Calendar and the Library Foundation's "Dinner in the Maps" fundraising event on January 26th, at which dinner was served in the Ansbacher Map Room of the Main Library.

5. **Director's Report**

Director Tim Rogers summarized his Director's Report, which was provided to trustees in written form. He has been meeting at length with community leaders and other library stakeholders to build solid working relationships.

6. **Committee Reports**

- a. **Governance Committee** – Governance Committee chair Charlie Kleeman reported on the most recent meeting of the committee, at which action items were discussed. (See New Business, below.)
- b. **Finance Committee** – Committee Chair Mario Payne reported on the most recent meeting of the Finance Committee, at which financial reports were reviewed.
- c. **Capital Improvements Committee** – Committee Co-Chair Guy Anderson reported on the most recent meeting of the committee, at which Tom Fallin, Chief of Engineering and Construction

Management for the City of Jacksonville, reviewed the City's progress towards a new library for the Oceanway area, a longstanding goal of the Board of Library Trustees that has been adopted by the Mayor's administration.

- d. **Foundation Report** – Foundation Liaison Sybil Ansbacher and Foundation Director Dr. Jamie Self reported on recent developments of relevance to the Library Foundation, including the installation of Robin Albanese as Chair.

7. **Old Business – None.**

8. **New Business – Policy Change: Printing, Copying, and Scanning Policy**

Governance Committee Chair Kleeman explained that library staff have proposed a revised printing, copying, and scanning policy for the library that brings fees for black and white printing up to date and assigns a charge for scan-to-USB services.

In order to bring JPL's printing, copying, and scanning policy up to date, Governance Committee Chair Kleeman moved from the committee to approve the proposed Printing, Copying, and Scanning policy.
Approved.

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

Mayor's Liaison Dr. Johnny Gaffney and DCPS ex-officio trustee Tia Leathers reported on recent activity in their areas and welcomed Director Rogers to his new role.

10. **Friends Reports**

Friends groups shared their recent and upcoming activities.

11. **Adjournment**

The meeting was adjourned.

-APPROVED BY THE BOARD OF LIBRARY TRUSTEES MARCH 2018.