

Minutes
Board of Library Trustees Meeting
April 12th, 2018
Main Library Conference Center
Jacksonville Public Library
303 North Laura Street

Present:

Ronnie King II, Chair
Jill Dame, Secretary
Sybil Ansbacher, Foundation Liaison
Guy K. Anderson, Trustee
Carlo Fassi, Trustee
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Celia Nass, Trustee
Gerald Reid, Trustee

Absent:

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

Staff:

Tim Rogers, Director
Julie McNeil, Assistant Director, Public Services
Gretchen Mitchell, Assistant Director, Support Services
Chuck McNeil, Assistant Director, Finance & Administrative Services
Charlene Adkins, Manager, Collection Development
Raymond Albury, Assistant Director, Facilities Management and Planning
Chris Boivin, Assistant Director, Community Relations and Marketing
Marshelle Berry, Manager, Highlands Region
Wanda James Crowley, Administration & Finance
Andrew Herron, Executive Assistant to Director
Amber Holley, Manager, Youth Services
Lynn Jacobson, Bibliographic Systems and Access Manager
Richard Mott, Manager, Strategic Initiatives
Sara Roberts, Manager, Main Region

Others Present:

Hon. Jim Love, Board Liaison, Jacksonville City Council
Ryan Traher, ECA Hon. Tommy Hazouri, Board Liaison, Jacksonville City Council
Tia Leathers, Ex Officio, Duval County Public Schools
Jim McCain, Office of the General Counsel
Jamie Self, Executive Director, Jacksonville Public Library Foundation
Margaret Smith, Friends of the Jacksonville Public Library
Roxanne Henkle, Friends of the Willowbranch Library
Judy Klein, Friends of the Murray Hill Library
Lynn Sherman, Friends of the Dallas Graham Library
Melvin Turnage, Friends of the Brentwood Library

Guests or honorees mentioned below.

1. **Call to Order and Introductions of Guests**

Board Chair Ronnie King called the meeting to order shortly after 12N, welcomed JPL's new Assistant Director for Finance & Administrative Services Chuck McNeil, and thanked Wanda James Crowley for her solid work covering the position since the retirement of Deputy Director Mark Merritt.

2. **Approval of Minutes**

Trustee Marc Hardesty moved to approve the Board minutes of March 8th, 2018.

Trustee Guy Anderson seconded the motion. Approved.

3. **Chair's Report and Budget Discussion**

Chair King and Director Tim Rogers updated trustees on the library staff's work in developing a proposed budget for FY 2019. Director Rogers presented a same-level-of-service budget, a submission required by the City to provide the Mayor's administration with financial guidance on what sums will be necessary to continue providing the library's current level of service into the next fiscal year. (See New Business, below.) Director Rogers also presented enhancements the library staff proposes, including funds to strengthen the library's ability to offer safe learning zones to the community, foster early childhood literacy, and achieve economic efficiency and effectiveness. Trustees gave special attention to the alignment of the enhancements with the Mayor's priorities, to discerning which funds could properly be requested as one-time-funds and which needed to be recurring funds, and how to respect the sovereignty of other City departments whose functions might overlap the plans. Director Rogers assured trustees that he's in communication with other department heads to confirm their support.

7. **Business**

-FY 2019 Same Level of Service Budget

In order to provide the mayor's administration with financial guidance on what funds will be necessary to continue providing the library's current level of service into 2019:

Trustee Marc Hardesty moved to approve a proposed FY 2019 Same Level of Service budget.

Trustee Guy Anderson seconded the motion. Approved.

-Resolution Honoring Volunteers

In order to honor volunteers to the Jacksonville Public Library:

Trustee Sybil Ansbacher moved to approve a resolution recognizing the service of Jacksonville Public Library's volunteers.

Trustee Guy Anderson seconded the motion. Approved.

-Correction to Circulation Policy

In order to bring verbiage of the library's circulation policy into alignment with practice:

Trustee Guy Anderson moved to approve minor edits to the library's Circulation Policy.

Trustee Sybil Ansbacher seconded the motion. Approved.

-Community Development Block Grant re the Bradham Brooks Library

In order to apply for a community development block grant to improve the Bradham Brooks Library:

Trustee Charlie Kleeman moved to approve an application for a community development block grant to improve the Bradham Brooks Library.

Trustee Gerald Reid seconded the motion. Approved.

8. Committee Reports

Committee Chairs and trustees reported on their committee's latest areas of discussion, and Foundation Liaison Sybil Ansbacher and Executive Director Dr. Jamie Self discussed recent and upcoming efforts of the Foundation.

9. Mayor's Office and Ex-Officio Reports

City Council Member Jim Love, City Council ECA to Tommy Hazouri Ryan Traher, and DCPS Ex-officio trustee Tia Leathers reported on their areas of activity.

10. Friends Reports

Friends groups reported on their recent and upcoming areas of activity.

11. Adjournment

The meeting was adjourned.

-APPROVED BY THE BOARD OF LIBRARY TRUSTEES MAY 2018.