

**Minutes**  
**Board of Library Trustees Meeting**  
**July 12<sup>th</sup>, 2018**  
**Main Library Conference Center**  
**Jacksonville Public Library**  
**303 North Laura Street**

Present:

Ronnie King II, Chair  
Tim J. Anderson, Vice-Chair  
Jill Dame, Secretary  
Guy K. Anderson, Trustee  
Marc Hardesty, Trustee  
Celia Nass, Trustee  
Mario Payne, Trustee  
Gerald Reid, Trustee

Absent:

Carlo Fassi, Trustee (joined via phone)  
Sybil Ansbacher, Foundation Liaison  
Charlie Kleeman, 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  
Raymond Albury, Assistant Director, Facilities Management and Planning  
Chris Boivin, Assistant Director, Community Relations and Marketing  
Andrew Herron, Executive Assistant to Director  
Richard Mott, Manager, Strategic Initiatives  
Lynn Baldwin, Manager, Webb Region  
Michael Sullivan, Manager, Pablo Creek Region

Others Present:

Hon. Jim Love, Board Liaison, Jacksonville City Council  
Ryan Traher, ECA Hon. Tommy Hazouri, Board Liaison, Jacksonville City Council  
Dr. Johnny Gaffney, Mayor's Liaison  
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  
Melvin Turnage, Friends of the Brentwood Library  
Richard Berry, North Side (future Oceanway Library) Region  
  
Mike Clark, Florida Times Union

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

Board Chair Ronnie King called the meeting to order shortly after 12N.

2. **Honors and Recognition**

Chair King and Library Director Tim Rogers honored Roxanne Henkle of the Friends of the Willowbranch Library for her contributions, which made possible the library's zine collection and recent workshops for teens on zine making.

3. **Approval of Minutes**

**Trustee Jill Dame moved to approve the Library Board Minutes of May 10<sup>th</sup>, 2018.**

Trustee Guy Anderson seconded the motion. Approved.

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

Chair King updated trustees on events of relevance to the Board. Director Tim Rogers appeared before the Mayor's Budget Review Committee multiple times in recent weeks, most notably with Assistant Director for Finance & Administrative Services Chuck McNeil to explain JPL's recent FY 2019 budget requests.

The Mayor will announce his own proposed budget on July 23<sup>rd</sup>.

Chair King also thanked the Mayor's Administration and Mayor's Budget Review Committee on behalf of the Board for streamlining several recent HR authorizations. He explained that these changes are part of JPL's effort to reshape itself into a 21<sup>st</sup> Century Library focused on efficiency and effectiveness. He made a point of thanking Director Rogers for his own effective work with Community Leaders towards realizing longstanding goals.

5. **Director's Report**

Director Rogers highlighted his monthly report to the Board, which was provided in written form. He thanked the library's Friends and advocates for their hard work to advocate for restored hours of service and collections budgets in prior years.

At Director Rogers' request, the Board considered the possibility of moving its recurring monthly meeting date one week later to the third Thursday of each month, as Director Rogers believes this will ensure more full and complete information in monthly reporting. The Board was receptive. Per Chair King, the change will take place in October.

6. **Business**

**-Adjustment of Bylaws to Make Capital Improvements Committee Standing**

In order to continue the substantive work being done by the Board's ad hoc Committee on Capital Improvements,

**Trustee Guy Anderson moved to make the committee standing.**

Trustee Marc Hardesty seconded the motion. Approved.

**-Resolution to Explore All Options for Improving Library Facilities**

In order to signal openness to all potential community partners in exploring options for improving Urban Core Libraries:

**Trustee Mario Payne moved to approve a resolution endorsing the study and exploration of all options for improving current library facilities, including public-private partnerships, with a particular eye toward improving facilities in Jacksonville's Urban Core.**

Trustee Tim Anderson seconded the motion. Approved.

**-Health and Safety Policy**

In order to prevent infestation of library locations,

**Trustee Jill Dame recommended on behalf of the Governance Committee a policy making it possible to bar customers who repeatedly brings bedbugs into JPL facilities.**

Approved.

**-Circulation Policy Revision – Educator Cards**

In order to prevent Educator Cards from expiring en masse on the same annual date,

**Trustee Jill Dame recommended on behalf of the Governance Committee to revise the library's Circulation Policy to have Educator Cards expire one year after issue.**

Approved.

**-Tobacco and E-Cigarette Policy**

In order to bring the library into alignment with a City directive regarding vaping on public property,

**Trustee Jill Dame recommended on behalf of the Governance Committee to enact a Tobacco and E-Cigarette policy clarifying that vaping is not allowed on library property.**

Approved.

**8. Committee Reports**

Committee Chairs and trustees reported on their latest areas of discussion (business items listed above), and Foundation 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, Dr. Johnny Gaffney, and City Council ECA to Tommy Hazouri Ryan Traher 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 AUGUST 9<sup>TH</sup>, 2018.**