

Minutes
Board of Library Trustees Meeting
September 13th, 2018
Main Library Conference Center
Jacksonville Public Library
303 North Laura Street

Present:

Ronnie King II, Chair
Guy K. Anderson, Trustee
Tim J. Anderson, Vice-Chair
Sybil Ansbacher, Foundation Liaison
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Celia Nass, Trustee
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
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
Michael Sullivan, Manager, Pablo Creek Region

Absent:

Jill Langford Dame, Secretary
Carlo Fassi, Trustee
Donald Horner III, Trustee

Others Present:

Hon. Jim Love, Board Liaison, Jacksonville City Council
Tristan Denmark, ECA to Hon. Tommy Hazouri, Board Liaison, Jacksonville City Council
Tia Leathers, Board Liaison, DCPS
Gerald Reid, Outgoing Trustee
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
Sharon Coon, Friends of the Brentwood Library
Melvin Turnage, Friends of the Brentwood Library
Juanita Senior, Friends of the Brentwood Library
Judy Klein, Friends of the Murray Hill Library
Roxanne Henkle, Friends of the Willowbranch Library

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

Board Chair Ronnie King called the meeting to order shortly after 12N and welcomed Tristan Denmark, new Executive Council Assistant to City Council Liaison Tommy Hazouri.

2. **Honors and Recognition**

Chair King and Library Director Tim Rogers honored outgoing Trustees Charlie Kleeman and Gerald Reid for their service to the Board.

3. **Approval of Minutes**

Trustee Guy Anderson moved to approve the Board Minutes of August 9th, 2018.

Trustee Tim Anderson seconded the motion. Approved.

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

Chair King updated trustees on events of relevance to the Board. He noted that the City Council Finance Committee approved Mayor Lenny Curry's proposed budget for 2019, including funds to bring all libraries up to 6-day-a-week service, to keep the collection budget at its 2018 level, to bring part-time salaries in line with full-time salaries, to acquire land and conduct preliminary design on an Oceanway Library, and to study what improvements are necessary to meet the needs of customers in the system's Urban Core branches.

5. **Director's Report**

Director Rogers highlighted his monthly report to the Board, which was provided in written form. Jacksonville has won \$25,000 in children's books and a reading room makeover through the community's votes in the *JetBlue Soar With Reading Initiative*. The library is above average (compared with peer systems) on new cardholders but below his preferred figures for customer retention (cards remaining active after a certain period of time).

Mr. Rogers soberly noted the passing of library supporter and benefactor David Hicks.

Trustees and others expressed gratitude for Mr. Rogers's presentational clarity and accomplishments since January.

6. **Business**

- a. In order to set future meeting dates,

Chair King reported the Governance Committee's recommendation to approve the proposed Board of Library Trustees 2019 Meeting Calendar.

Approved.

- b. In order to set dates and times at which the library will be closed for holidays,

Chair King reported the Governance Committee's recommendation to approve the proposed JPL Holiday Closing Schedule for 2019.

Trustee Marc Hardesty seconded the motion. Approved.

- c. In order to streamline Board meeting durations,
Chair King reported the Governance Committee's recommendation to approve the adoption of a consent agenda format for noncontroversial actions of the Board, effective October 2018.
Approved.
- d. In order to clarify what kinds of special closures and openings need Board approval,
Chair King reported the Governance Committee's recommendation to approve a proposed Library Operational Hours Policy.
Trustees Guy Anderson and Marc Hardesty seconded the motion.
Approved.
- e. In order to allow the Murray Hill Library to participate in the Murray Hill-O-Ween community event,
Chair King reported the Governance Committee's recommendation to approve closing the Murray Hill Library late on Sunday evening, October 28th, 2018, at 9PM (instead of at 5PM as normally scheduled).
Trustees Guy Anderson, Sybil Ansbacher, and Marc Hardesty seconded the motion. Approved.
- f. In order to prepare for a Foundation fundraiser with the Colonial Dames,
Chair King reported the Governance Committee's recommendation to approve closing the Main Library one hour early on January 23rd, 2019.
Trustees Guy Anderson and Marc Hardesty seconded the motion.
Approved.
- g. In order to authorize receipt of a Library Services and Technology grant,
Trustee Mario Payne recommended on behalf of the Finance Committee to approve acceptance and expenditure of LSTA Grant 18-LSTA-B-03 for "Forward opportunity @ JPL."
Trustee Tim Anderson seconded the motion. Approved.
- h. In order to elect Board officers for the 2019 year,
Chair King reported the recommendation of the Nominating Committee to elect Ronnie King as Chair, Tim Anderson as Vice-Chair, and Jill Dame as Board Secretary.
Trustees Sybil Ansbacher and Guy Anderson seconded the motion.
Approved.
- i. In order to approve the standards on which the Board will evaluate the Director's 2018 performance,
Trustee Guy Anderson moved to approve the Director's Performance Plan for 2018.
Trustee Jackie Perry seconded the motion. Approved.

7. Committee Reports

Committee Chairs and trustees reported on their latest areas of discussion (business item listed above), and Foundation Executive Director Dr. Jamie Self discussed recent and upcoming efforts of the Foundation.

8. Mayor's Office and Ex-Officio Reports

City Council Member Jim Love, Tia Leathers of Duval County Public Schools, Mayoral Liaison Dr. Johnny Gaffney, and City Council ECA to Tommy Hazouri Tristan Denmark reported on their areas of activity.

9. Friends Reports

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

10. Adjournment

The meeting was adjourned.

**APPROVED BY THE BOARD OF LIBRARY TRUSTEES
OCTOBER 18, 2018**