

Minutes
Board of Library Trustees Meeting
November 15, 2018
12:00PM
Main Library Conference Center, MP1
Jacksonville Public Library
303 North Laura Street
Jacksonville, FL 32202

Present:

Ronnie King II, Chair
Tim J. Anderson, Vice-Chair
Jill Langford Dame, Secretary
Sybil Ansbacher, Foundation Liaison
Guy K. Anderson, Trustee
Donald Horner III, Trustee
Celia Nass, Trustee
Jackie Perry, Trustee

Staff:

Tim Rogers, Director
Julie McNeil, Assistant Director for Public Services
Gretchen Mitchell, Assistant Director for Support Services

Charlene Adkins, Collection Development Manager
Raymond Albury, Assistant Director for Facilities Management and Planning
Lynne Baldwin, West Region Manager
Marshelle Berry, North Region Manager
Chris Boivin, Assistant Director for Community Relations and Marketing
Andrew Herron, Executive Assistant to the Director
Amber Holley, Assistant Director for Learning Services
Lynn Jacobson, Systems and Access Manager
Keli Likins, South Region Manager
Chuck McNeil, Assistant Director for Financial Services
Richard Mott, Manager for Strategic Initiatives
Tracy Pigott, Professional Development and Training Manager
Sara Roberts, Main Region Manager
Michael Sullivan, East Region Manager

Absent:

Carlo Fassi, Trustee
Marc Hardesty, Trustee
Charlie Kleeman, Trustee
Mario Payne, Trustee

Others Present:

Hon. Jim Love, Board Liaison, Jacksonville City Council
Tristan Denmark, ECA to Hon. Tommy Hazouri, Board Liaison, Jacksonville City Council
Mari Ganues, Liaison, KHA
Tia Leathers, Board Liaison, DCPS
Lenora Wilson, Liaison, KHA
Dr. Johnny Gaffney, Mayor's Liaison
Jim McCain, Office of the General Counsel

Kathy McIlvaine, Vice-Chair, 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 Branch library
Kenneth Tucker, Friends of the South Mandarin Branch library
Honorees and Guests

1. **Call to Order**
Board Chair Ronnie King II called the meeting to order shortly after 12N.
2. **Introduction of Newcomers and Guests**
Chair King welcomed new trustee Donnie Horner III and new liaisons from the Kids Hope Alliance, Mari Ganues and Lenora Wilson.
3. **Public Comment**
No visitors commented.
4. **Honors and Recognition**
Chair King and Library Director Tim Rogers named Tricia Larrabee, Clerical Supervisor for the Main Library, as Jacksonville Public Library's Employee of the Quarter. They also honored other JPL staff members for meritorious service: Y'vonne Jones, Marci O'Dell, Sara Radovic, William Thiers, and Deborah Wainwright.
5. **Consent Agenda**
The Consent Agenda of November 15, 2018 was presented to the Board. It included:
 - a) Board Minutes: October 18, 2018
 - b) Finance Narrative and Report: October 2018.

Trustee Guy Anderson moved to approve the Consent Agenda as presented.
Trustee Jill Dame seconded the motion. Approved.

6. **Chair's Report and Budget Discussion**
Chair King updated trustees on events of relevance to the Board: He noted the recent passing of Trustee Mario Payne's father, the upcoming annual performance evaluation of Library Director Rogers, and upcoming work to solidify Board relationships with public officials.
7. **Director's Report**
Director Rogers highlighted his monthly report to the Board, which was provided in written form. He noted that staff are at work on proposals to schedule additional weekly hours of service, that safety and security projects are forthcoming, and that agreements with Friends of the Library groups are in discussion.

Staff Presentation – Annual Customer Experience Survey: Review of Results

Richard Mott, Manager for Strategic Initiatives, shared results of JPL's Annual Customer Experience Survey, which enjoyed broad participation. The survey demonstrated that current JPL customers value quiet study spaces, positive interaction with staff, evening hours over morning hours, afternoon service on weekends, and the availability of desired materials.

8. **New Business – Proposal to Close Brown Eastside Branch Library for Carpet Replacement**
In view of the need to replace carpets at the Brown Eastside Branch library, **Trustee Jill Dame moved to approve closing the Brown Eastside Branch library from November 30th to December 5th for carpet replacement.**
Trustee Sybil Ansbacher seconded the motion. Approved.
7. **Committee Reports**
Committee Chairs and trustees reported on their latest areas of discussion, and Jacksonville Public Library Foundation (JPLF) Vice-Chair Kathy McIlvaine shared results of the recent audit commissioned by JPLF to ensure due diligence and continuity in the wake of the recent termination of the Foundation Director.
8. **Mayor’s Office and Ex-Officio Reports**
City Council ECA to Tommy Hazouri Tristan Denmark, City Council ECA to Jim Love Kevin Kuzel, Brandon Mack of Duval County Public Schools, and Mayoral Liaison Dr. Johnny Gaffney 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
DECEMBER 20, 2018**