

Minutes
Board of Library Trustees Meeting
December 20, 2018
12:00PM
Main Library Conference Center, MP1
Jacksonville Public Library
303 North Laura Street
Jacksonville, FL 32202

Present:

Ronnie King II, Chair
Jill Langford Dame, Secretary
Sybil Ansbacher, Foundation Liaison
Carlo Fassi, Trustee
Donald Horner III, Trustee
Celia Nass, Trustee
Mario Payne, Trustee
Jackie Perry, Trustee

Absent:

Guy K. Anderson, Trustee
Tim J. Anderson, Vice-Chair
Marc Hardesty, Trustee

Staff:

Tim Rogers, Director
Gretchen Mitchell, Assistant Director for Support Services
Raymond Albury, Assistant Director for Facilities Management and Planning
Marshelle Berry, North Region Manager
Chris Boivin, Assistant Director for Community Relations and Marketing
Jenna Hassell, 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

Others Present:

Hon. Jim Love, Board Liaison,
Jacksonville City Council
Mari Ganues, Liaison, KHA
Brandon Mack, Attending for Tia Leathers, DCPS
Lawsikia Hodges, Office of the General Counsel

Kathy McIlvaine, Vice-Chair,
Jacksonville Public Library Foundation
Zoe Carr, Staff,
Jacksonville Public Library Foundation

Margaret Smith, Friends of the Jacksonville Public Library
Jeannette Ali, Friends of the Brentwood Branch 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
Tangee Brusherd, 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

No guests were introduced.

3. Public Comment

No visitors commented.

4. Consent Agenda

The Consent Agenda of December 20, 2018 was presented to the Board. It included:

- a) Board Minutes: November 15, 2018
- b) Monthly Financial Report: November 2018
- c) Annual Plan of Service

Trustee Jill Dame moved to approve the Consent Agenda as presented. Trustee Carlo Fassi seconded the motion. Approved.

5. Chair's Report and Budget Discussion

Chair King updated trustees on events of relevance to the Board: Library Director Tim Rogers spoke to the Duval Delegation on December 10, 2018 about the need for State Aid and other library-related issues. The Library plans to send a delegation to Tallahassee to advocate for libraries on Florida Library Association Library Day. Chair King thanked Friends, Trustees, City Council Members, and staff who made the Bill Brinton Murray Hill Branch Library's re-naming and 50th Anniversary Celebration a success.

6. Director's Report

Director Rogers highlighted his monthly report to the Board, which was provided in written form: The library is ahead of its goals for library card registration. Organizational chart and responsibility transitions continue to align the Library's structure with its goals. Staff have completed their proposal to schedule additional weekly hours of service funded by the Mayor and City Council in the FY 2019 budget. (See "New Business," below.)

Jenna Hassell of the Library's Community Relations and Marketing department explained the Library's recent electronic outreach efforts to customers.

7. Mayor's Office and Ex-Officio Reports

City Council Member Jim Love, Brandon Mack of Duval County Public Schools, and Mari Ganues of the Kids Hope Alliance reported on their recent areas of activity.

See following page...

8. **New Business –**

a. **Revisions to Hours of Service**

In order to expand weekly hours of library service,
Trustee Dame recommended on behalf of the Governance Committee that the Board approve adoption of a proposed library schedule to take effect March 2, 2019:

-Branch libraries to be open Mon-Tue 12pm-8pm and Wed-Sat 10am-6pm,

-Regional libraries to be open Mon-Thu 10am-9pm, Fri-Sat 10am- 6pm, and Sun 1pm-5pm,

-Main Library to be open Mon, Thu, Fri, and Sat 10am-6pm, Tue, Wed 11am-7pm, and Sun 1pm-5pm.

Trustee Mario Payne seconded the motion. Approved.

b. **Revisions to Unattended Child Policy**

In order to specify that children under eight years of age must be accompanied by someone 12 years of age or older,

Trustee Dame recommended on behalf of the Governance Committee that the Board approve the proposed revision to the Unattended Child Policy.

Trustees Perry and Sybil Ansbacher seconded the motion. Approved.

c. **Resolution Regarding Park Behind South Mandarin Branch**

In order to clarify the Board's position regarding a park being developed behind the South Mandarin Branch Library,

Trustee Dame recommended on behalf of the Governance committee that the Board adopt the following resolution:

That the Board of Library Trustees supports the project to develop a children's playground behind the South Mandarin Branch Library and requests that care be taken to not adversely effect security or the availability of parking for library patrons.

Trustee Ansbacher seconded the motion. Approved.

d. **Delay Opening of Main Library on January 22, 2019**

In order to make space available to a potential Conference Center client in the wake of a double-booking,

Trustee Dame recommended on behalf of the Governance Committee that the Board authorize the Library's administration to delay opening of the Main Library until 1PM on January 22, 2019.

Trustees Fassi and Ansbacher seconded the motion. Approved.

9. **Committee Reports**

Committee Chairs and trustees reported on their latest areas of discussion, as did Jacksonville Public Library Foundation (JPLF) Vice-Chair Kathy McIlvaine.

10. **Friends Reports**

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

11. Public Comment

No visitors commented.

12. Adjournment

The meeting was adjourned.

APPROVED BY THE BOARD OF LIBRARY TRUSTEES 1/17/2019