

**Minutes**  
**Board of Library Trustees Meeting**  
**January 17, 2019**  
**12:00PM**  
**Main Library Conference Center, Multi-Purpose Room**  
**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  
Carlo Fassi, Trustee  
Celia Nass, Trustee

Absent:

Marc Hardesty, Trustee  
Donald Horner III, Trustee  
Mario Payne, Trustee  
Jackie Perry, Trustee

Staff:

Tim Rogers, Director  
Julie McNeil, Assistant Director for Public Services  
Gretchen Mitchell, Assistant Director for Support Services  
Raymond Albury, Assistant Director for Facilities Management and Planning  
Charlene Adkins, Collection Development Manager  
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

Others Present:

Hon. Jim Love, Board Liaison,  
Jacksonville City Council  
Tia Leathers, DCPS  
Lenora Wilson, Liaison, KHA  
Jim McCain, Office of the General Counsel  
Steve Lazar, VRL Architects  
  
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

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 introduced Steve Lazar of VRL Architects. (See Item 6, Director's Report, below.)
3. **Public Comment**  
No visitors commented.
4. **Consent Agenda**  
**The Consent Agenda of January 17, 2019 was presented to the Board. It included:**
  - a) **Board Minutes: December 20, 2018**
  - b) **Monthly Financial Report: December 2018**
  - c) **21<sup>st</sup> Century Urban Core Library Study: Scope of Services**
  - d) **Authorization to Close Regency Square Branch [for HVAC repairs]**

**Trustee Jill Dame requested a revision of Item b, Board Minutes, to reflect the departure of Trustee Charlie Kleeman from the Board. Trustee Guy Anderson moved to approve the Consent Agenda as revised.**  
Trustee Tim Anderson seconded the motion. Approved.
5. **Chair's Report and Budget Discussion**  
Chair King updated trustees on events of relevance to the Board: The Library plans to send a delegation to Tallahassee to advocate for libraries on Florida Library Association Library Day, February 19, 2019. He thanked trustees who recently accompanied Library Director Tim Rogers to introductory meetings with state and federal officials.  
  
With the informal agreement of the Board, Chair King set the Board's annual work day to occur on March 1, 2019.
6. **Director's Report**  
Director Rogers highlighted his monthly report to the Board, which was provided in written form: A recent meeting of library managers and senior staff revealed much engagement with the library's focus on generating new card holders. The library is 7% beyond its target for new cardholders, a target which itself represented a 10% increase. The Library is working on methods of accommodating community groups whose weeknight meeting times are effected by upcoming changes to library hours.  
  
Later in the meeting, Steve Lazar of VRL Architects presented models of newly redesigned children's centers to be installed at the Highlands and Webb Wesconnett regional libraries.
7. **Old Business – None**

**8. New Business – Circulation Policy – Grace Period**

In order to make explicit the Library's practice of granting a two day grace period to customers during which fines on overdue materials will be forgiven, a practice approved in 2010 but never codified into the Circulation Policy,

**Trustee Carlo Fassi moved to approve amending the Library's Circulation Policy to read, "While library fines will accrue to customers from the date that materials become overdue, customers will not be charged fines on materials returned within 48 hours of the due date."**

Trustee Guy Anderson seconded the motion. Approved.

**9. Mayor's Office and Ex-Officio 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 MARCH 1, 2019**