



Richmond Public Library Board

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Library Board Meeting Minutes February 27, 2019

PRESENT: Chair Kevin Butterfield, Vice Chair William Yates, Barbara Burton, Danita Green, David Lydiard, Larry Olanrewaju, Daisy Weaver, Gail Zwirner

STAFF: Scott Firestine, Clay Dishon, City Attorney Laura Drewry, Karin Hansen, Heather Montgomery, Gianna Pack

ABSENT: Tanya Francis, Friends of the Library Chair Ruth DeBoer, Cheryl Clarke

Meeting of the Richmond Public Library (RPL) Library Board of Trustees (LBOT) was called to order by Chair Kevin Butterfield at 11:46 a.m. at the Broad Rock Branch Library located at 4820 Old Warwick Road, Richmond, Virginia 23224.

Consent Agenda Amended	Approve the January 23, 2019 meeting minutes, Statistical Reports, and the Pending Gifts Report as submitted and amend the current agenda to add New Business item and announcement of the tour for the next meeting. <i>Motion: Barbara Burton, Second by David Lydiard – Approved Unanimously.</i>
Public Comment Period	None were present.
REPORTS	
Friends of the Library (FOL)	Scott Firestine on behalf of Ruth DeBoer: <ul style="list-style-type: none"> • March 2 – Book Drive, book drop. • March 20 – Bus trip to the Library of Congress with other events throughout the year to celebrate the FOL 60th Anniversary. • Kelly Kyle is the lead of the Committee to discuss renovations to the park.
Library Foundation	Ms. Hansen: <ul style="list-style-type: none"> • Once plans come together on park renovations, the Foundation would be willing to donate funds as well as have grant and fundraising opportunities available. • New partnership with the VCU Medical Center Axillary. They have a project called Author Ashe books for kids. Volunteers give out books to children that are in the hospital. They impact close to 12,000 kids per year that receive free books. Starting soon when volunteers go to the hospital to give out free books, they will give out items from the library as well. This should encourage these children and their families to use our libraries in person and electronically. • June Foundation Board Meeting will be later in the afternoon with a social following. Board members, Foundation members, and staff will be invited. More information is forthcoming. Tentative date is Wednesday, June 5. • Ms. Hansen thanked Mr. Yates for volunteering to be on the Foundation Board. The next full Foundation Board Meeting will be March 13 at the Main Library, starting at 8:00 a.m.

Administration	<p>Highlights and Additions to Director's Report:</p> <p>Hull Street Art Project: Invitations will be mailed for the March 28 Sculpture Dedication Ceremony. The original date discussed was changed.</p> <p>SIRSI RFP: The contract is still in negotiation. It is close to a final draft. DIT notified the library that the existing server currently cannot be backed-up, which could lead to a catastrophic data loss.</p> <p>Fine Free Library Card Update: The Policy is in process.</p> <p>Parking Meters: Parking meters were not located on streets around the Main Library.</p> <p>Sewer Issues: Ginter Park Branch Library had to close. Other sites are experiencing sewer issues.</p>
BOARD COMMITTEE REPORTS	
Chair	<p>Kevin Butterfield: Attended an information session on the Richmond portal that is located in the middle of Monroe Park. It is an audiovisual-equipped enclosure that allows people around the world to connect and talk as though they are in the same room. The plan is to have the portal moved to different locations throughout the City to reach out to as many people as possible. Mr. Butterfield encouraged Board Members to stop by to check out the portal.</p>
Finance	<p>Daisy Weaver: Ms. Weaver reported on the FY19 Operating Budget and the Monthly Budget Reports. She also reported on the Law Library Revenue report which was produced by the Finance Department. The report was discussed at length in the Finance Committee prior to the Board Meeting. Although the report depicted no loss of money, it also depicted that it was not making a lot of money. The Finance Committee asked Mr. Firestine to obtain documentation that supports the Law Library Revenue Report.</p>
Facilities	<p>Gail Zwirner:</p> <ul style="list-style-type: none"> • RFP: Forty people showed up for the pre-bid meeting held at the Main Library on January 29. Proposals are to be submitted by March 1. Early May is the target date to award the project. The review committee members are Scott Firestine, Clay Dishon, Natalie Draper, Dexter Goode, and Kevin Lucas. Mr. Firestine will check to see who can attend the presentations. • HVAC Project: On-going. • Main Library: April 1 is the target date to move the Law Library and the Children's sections around.
Governance	<p>David Lydiard: Two members are rotating off the Board: Danita Green and Gail Zwirner will be leaving June 30, 2019. Larry Olanrewaju will be rotating off the Board on October 24, 2019, which the date is in question. Mr. Lydiard is working with Ms. Allison Miessler of the Clerk's Office to start advertising for applicants and obtain a specific date for Mr. Olanrewaju.</p>

UNFINISHED BUSINESS

Members discussed the Introduction and Chapter 1 of the book *Palaces for the People* by Eric Klinenber. There will be a discussion on Chapters 2-3 for the March 27, 2019 meeting.

NEW BUSINESS

Approve the Technology Tools Spaces and Equipment Policy with the amended change to add “and Copyright Laws” to the Intellectual Property Rights paragraph.

Motion: David Lydiard, Second by Daisy Weaver – Approved Unanimously.

There being no further business, the meeting was adjourned at 12:59 p.m. by unanimous consensus by the Library Board of Trustees present at the meeting. The next meeting will be held on Wednesday, March 27, 2019, at 11:45 a.m. at the Main Library, 101 East Franklin Street, Richmond, Virginia 23219.

Approved:


Mr. Kevin Butterfield, Chair

Recorder: Gianna Pack
RPL Executive Assistant