

RICHMOND PUBLIC LIBRARY

BOARD OF TRUSTEES

October 25, 2017

West End Branch Library

**5420 Patterson Ave
Richmond, VA 23226
804-646-6675**

11:45 AM



Richmond Public Library Board

101 E. Franklin Street
Richmond, VA 23219
(804) 646-4256 / fax: (804) 646-7685



Library Board Trustee Meeting

Wednesday, October 25, 2017

11:45 a.m.

LIBRARY

A G E N D A

Call to order:	11:45	Ms. Zwirner
Consent Agenda:		Ms. Zwirner
<ul style="list-style-type: none">• Approval of Agenda• Approval of Minutes• Approval of Pending gifts• Approval of Statistical Report		
Public Comment Period:		
Reports:	12:00	
<ul style="list-style-type: none">• Library Friends• Library Foundation		Mr. Dishon Ms. Hansen
Administration Reports:		Mr. Firestine
Board Committee Reports:	12:10	
<ul style="list-style-type: none">• Chairman• Finance Committee• Facilities Committee• Governance Committee		Ms. Zwirner Mr. Olanrewaju Mr. Butterfield Mr. Lydiard
Unfinished Business:	12:30	
New Business	12:40	
<ol style="list-style-type: none">1. Veterans Day Holiday closing2.		
Adjourn	1:00	Ms. Zwirner

Next Meeting:

December 6, 2017

Main Library, 11:45



Richmond Public Library Board

101 E. Franklin Street
Richmond, VA 23219
(804) 646-4256 / fax: (804) 646-7685



Library Board Meeting Minutes September 27, 2017

PRESENT: Gail Zwirner, Barbara Burton, Danita Green, David Lydiard, Daisy Weaver, and City Attorney Laura Drewry

LIBRARY STAFF: Scott Firestine, Clay Dishon, Cheryl Clarke, Natalie Draper, Karin Hansen, Gianna Pack

ABSENT: Kevin Butterfield, Tanya Francis, Larry Olanrewaju, William Yates, and the Friends of RPL President Charlie Schmidt

Meeting of the Library Board of Trustees was called to order by Chair Gail Zwirner, at 11:49 a.m. at the Hull Street Library, located at 1400 Hull Street, Richmond, Virginia.

Consent Agenda	Approve the minutes from the July 26, 2017 meeting, the current agenda, and Statistical Report as submitted. <i>Motion by David Lydiard, Second by Daisy Weaver – Approved Unanimously.</i> There were no pending gifts reported.
Public Comment Period	None were present.
REPORTS	
Friends of the Library	Mr. Dishon: The Friends of the Library are having a book drive on November 1. The Annual Membership Meeting was held on September 6. Approximately 400 invitations were mailed. Changes to Board seats were made at the Annual Meeting. Membership fees are: Students \$15 and Individuals \$20.
Library Foundation	Ms. Hansen: On Saturday, October 7 the Foundation will host the Annual Young Adult Virginia Author (YAVA) Awards celebration. YAVA is the RPL’s award recognizing Virginia authors writing in the young adult genre. This is the third year of the awards celebration which comes with a \$2,000 prize for the winning author. This year will be the first time our winner will also be recognized by the Library of Virginia at their literary awards night on October 14. Scott Firestine, City Librarian, and Trevor Cox, Vice President of the Foundation, will represent Richmond Public Library and deliver the award to the YAVA. In September, the Foundation just awarded two program grants to staff. Natalie Draper, Branch Manager of the Hull Street Library, was awarded \$600 for the Books for A Better World author series, and Heather Montgomery, Branch Manager of the Broad Rock Library, was awarded \$600 for the Broad Rock 40th Anniversary Celebration.

<p>Administration</p>	<p>Highlights of Director’s Report:</p> <p>Staff Updates: Current vacancies – Four Youth Services Associates, East End LCSM, HR Liaison, and two West End Library Assistant II vacancies for a total of eight positions to be advertised.</p> <p>Mascot: RPL’s otter mascot Ripple made its debut at the September 1 Flying Squirrels baseball game. Rain cancelled the baseball game so a makeup game will be in spring 2018. During September Ripple is visiting all library branches for story time. He is on the schedule for the Christmas Parade. All libraries have Ripple banners displayed. This project was made possible through the Richmond Public Library Foundation.</p> <p>Public Art Commission: The Public Art Commission received a donation from the Fisher family. Art Commission Funds from the renovation of the second floor will provide for the installation and preservation of this art work on the second floor computer area. Mr. Firestine sent an acceptance letter to the Public Art Commission (Attached in Board Packet).</p> <p>Main Closed September 16: The Main Library was closed at the request of Emergency Services and Richmond Police Department. The protest on Monument Avenue raised concern for safety and security in public library space.</p> <p>GRTC Bike Share Program: On September 6, Mr. Firestine met with Mr. Hemboldt, Director of RVA Bike Share, to discuss the opportunity of having a bike share transfer station located on Franklin Street in front of the Main Library. A station is available and could be installed by June 2018.</p> <p>Staff Professional Development Day: Library staff will have professional development training on October 9 starting at 8:30 a.m. All Board Members are welcome to attend.</p>
<p>BOARD COMMITTEE REPORTS</p>	
<p>Chairman</p>	<p>Ms. Zwirner: Mentioned the successful completion of the West End Library. The final building completed in Phase I of the Renovations of all Richmond Public libraries. The Foundation contributed to the grand opening. Feedback of one flaw: The Emergency Exit is the door to the patio seating.</p>
<p>Finance</p>	<p>Mr. Firestine: Reviewed the Special Funds account. These funds will roll over year to year. These funds are not part of the City’s General Fund.</p> <p>Mr. Firestine presented a Five Year Budget request list of priorities for the Library. He focused on priorities of what we can do for our patrons, not what we cannot do:</p> <ol style="list-style-type: none"> 1. Creating a Youth Services System Manager/Director position. This position will be the point of contact and envoy to education in the community and would be responsible for managing the overall strategy of service to early literacy, pre-schools, elementary and school age programs. 2. Technology: Having a 3-5 year replacement cycle on hardware. Implementing new technology and software. 3. Maintaining and accessing popular and high demand items through more hard and electronic copies. 4. Restore public service hours to pre-2008 levels with Sunday hours at all location, as well as all branch hours of operation to be consistent. <ul style="list-style-type: none"> • Major Challenge: Staffing

	<p>5. Maintain and update all branch libraries. Modernizing the Main library with exterior envelope repairs, HVAC systems upgrade/replacement, and interior by developing a more inviting and welcoming spaces for research, collaboration, and community convening.</p> <p>6. Collection streamlining based on collection development policy.</p> <p>7. Adding Self-Checkouts, E-payments for in-person credit and debit cards and paying on-line fees.</p> <p>8. Using RFID for materials handling.</p> <p>9. Replace or Upgrade Integrated Library System.</p> <p>Mr. Firestine presented the EnvisionWare eCommerce Upgrade Proposal. The cost is about \$65,000 to implement. This upgrade will move towards using E-payments, Self-checkouts, and using RFID for materials handling. Having the patrons to be more self-sufficient will also help with staffing needs. Mr. Firestine asked the Board Members to review the priority list and the EnvisionWare eCommerce Upgrade Proposal and provide feedback for discussion by next meeting. He will forward all handouts to the Board Members that were not present at the meeting.</p>
Facilities	<p>The Facilities Committee met on September 19 to discuss the next Phase of renovations for the Main Library. There were some exterior renovation items identified that need attention.</p> <p>Phase 1 will be to get an architect to come up with schematic of how the space should be utilized. The City has an architect on retainer. Checking to see if the Library will be able to utilize. The Committee needs to prioritize the phase of work. Biggest challenge is there are a number of other City buildings needing attention and where the Library falls in the City's priority list.</p>
Governance	<p>Ms. Zwirner will send out a reminder to all Board members of the importance of attending monthly Board meetings, especially when the By-Laws mention a termination of Board members missing a certain amount of consecutive meetings.</p> <p>There was a request for an updated Board of Trustees Roster with terms sent to each Board member.</p>
UNFINISHED BUSINESS	
<p>1. At the July 2017 Board meeting there was discussion of the Special Funds. Mr. Firestine supplied a detailed FY18 Special Funds Spending Plan. The Board reviewed. The Special Funds were approved as submitted. <i>Motion by Daisy Weaver, Second by Barbara Burton – Approved Unanimously.</i></p>	
NEW BUSINESS	
<p>1. There was no new business.</p>	

There being no further business, the meeting was adjourned at 1:11 p.m. by unanimous consensus by the Library Board of Trustees present. The next meeting will be held on Wednesday, October 25, 2017, at 11:45AM at the West End Library, located at 5420 Patterson Avenue.

Approved: _____

Ms. Gail Zwirner, Chair

Recorder: Gianna Pack, RPL Executive Assistant

Director's Report

October 2017

Director Activities October 1 – October 19:

October 5 Friends of the Library Board Meeting
October 6 Friends of the Library Book Drive
Young Adult Virginia Author celebration Dooley Foyer
October 9 RPL Staff Development Day, all locations closed
October 12-13 Virginia Library Association conference Norfolk
October 14 Library of Virginia Literary Awards Program
October 16 Broad Rock celebrates 40th anniversary
October 17 Facilities committee meeting
Children's Cabinet Meeting

Staff Update: Beverly Mitchell announced her retirement from RPL after 42 years of Library service. Advertisements for all vacant positions were posted on October 15.

Food for Fines: The library raised 2,224 lbs of food during the Food for fines in September.

Broad Rock 40th Anniversary "Monday Night Fever": Monday, October 16 the clock was turned back to 1977 at the Broad Rock Branch library. Displays of the grand opening and memorabilia from that era were on display. Library staff dressed in 1970s style clothes. Over 70 people attended.

Richmond Public Library
 FY18 Operating Budget
 as of
 September 30, 2017

ACCOUNT	DESCRIPTION	Budget	Actual Expended 9/31/2017	% Spent	Balance Available 9/31/2017
60000	SALARIES - FULL TIME	\$ 2,912,256	\$ 660,425	22.7%	\$ 2,251,831
61000	SALARIES - PART TIME	\$ 117,483	\$ 60,522	51.5%	\$ 56,961
62000	SALARIES - TEMPORARY	\$ -	\$ 2,310	0.0%	\$ (2,310)
63000	FICA	\$ 188,831	\$ 82,153	43.5%	\$ 106,678
63001	RET CON RSRS	\$ 599,942	\$ 127,628	21.3%	\$ 472,314
63002	MEDCARE FICA	\$ 44,147	\$ 8,630	19.5%	\$ 35,517
63003	GROUP LIFE	\$ 26,294	\$ 3,388	12.9%	\$ 22,906
63006	H/C ACT TEMP	\$ 493,826	\$ 118,611	24.0%	\$ 375,215
63008	STATE UNEMPLOYMENT	\$ -	\$ -	0.0%	\$ -
63011	HEALTH SAVINGS	\$ -	\$ -	0.0%	\$ -
64104	EDUCATION PAY	\$ -	\$ -	0.0%	\$ -
64105	BONUS PAY	\$ -	\$ -	0.0%	\$ -
	Personnel Expenses	\$ 4,382,779	\$ 1,063,667	24.3%	\$ 3,319,112
71141	BOOKS	\$ 424,741	\$ 267,489	63.0%	\$ 157,252
71141	DATABASES	\$ -	\$ -	0.0%	\$ -
71142	MULTIMEDIA PRODUCTS	\$ 6,953	\$ 7,613	109.5%	\$ (660)
72122	MAGS & NEWSPAPER	\$ 36,659	\$ 2,647	7.2%	\$ 34,012
	Collection Development	\$ 468,353	\$ 277,748	59.3%	\$ 190,605
70131	ADVERTISING	\$ 1,995	\$ -	0.0%	\$ 1,995
70161	DATA PROCESSING - OCLC	\$ 17,483	\$ -	0.0%	\$ 17,483
70161	PLANNING MGMT SERVICES	\$ 289,132	\$ 95,600	33.1%	\$ 193,532
70218	VEHICLE REPAIR	\$ 2,181	\$ 2,731	125.2%	\$ (550)
70311	PRINTED SUPPLIES	\$ 965	\$ -	0.0%	\$ 965
70412	TRANSPORTATION	\$ -	\$ -	0.0%	\$ -
70413	MILEAGE ALLOWANCE	\$ 2,413	\$ -	0.0%	\$ 2,413
70551	SECURITY	\$ 253,555	\$ 226,775	89.4%	\$ 26,780
70552	CONTRACT AND TEMP PERSONNEL	\$ 25,000	\$ 2,293	9.2%	\$ 22,707
71012	OFFICE STATIONARY SUPPLIES	\$ 9,206	\$ (144)	-1.6%	\$ 9,350
71016	ADVERTISING	\$ -	\$ (100)	0.0%	\$ 100
71143	LIBRARY OPERATING SUPPLIES	\$ 17,951	\$ 1,887	10.5%	\$ 16,064
72113	POSTAGE	\$ 4,646	\$ 1,000	21.5%	\$ 3,646
72121	CONFERENCES & CON	\$ 2,075	\$ 1,557	75.0%	\$ 518
72123	MEMBERSHIP DUES	\$ 1,352	\$ 176	13.0%	\$ 1,176
72124	TRAINING	\$ 1,189	\$ 420	35.3%	\$ 769
72131	COMPUTER SUPPLIES	\$ 25,109	\$ 16,576	66.0%	\$ 8,533
72153	EQUIPMENT	\$ 12,193	\$ -	0.0%	\$ 12,193
73104	BANK FEES	\$ -	\$ -	0.0%	\$ -
76119	PAGERS	\$ -	\$ 50	0.0%	\$ (50)
77103	FUEL-D/O VEHICLE	\$ 2,555	\$ 391	15.3%	\$ 2,164
77104	VEHICLE MONTHLY STANDING	\$ 676	\$ 123	18.2%	\$ 553
77201	INTERNAL PRINTING	\$ -	\$ -	0.0%	\$ -
80001	DEPRECIATION	\$ -	\$ -	0.0%	\$ -
80004	BUILDINGS & STR	\$ -	\$ -	0.0%	\$ -
80006	EQUIPMENT & OFFICE MAINTENANCE	\$ 6,765	\$ 5,306	78.4%	\$ 1,459
80007	VEHICLE EXPENSES	\$ -	\$ -	0.0%	\$ -
	Other Expenses	\$ 676,441	\$ 354,642	52.4%	\$ 321,799
	TOTAL GENERAL FUND	\$ 5,527,573	\$ 1,696,057	30.7%	\$ 3,831,516

CIRCULATION															
Location	FY	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total	YTD % chnge
Belmont	FY15	10161	9739	9149	9389	8388	8333	8509	7816	9419	7818	8900	9568	107189	
	FY16	10263	10897	9891	9684	8546	8203	7784	8963	8980	8301	8208	10590	110310	
	FY17	12068	12314	9973	9766	9727	9071	9709	9715	10114	9238	9446	10411	121552	
	FY18	10836	10486	8290	0	0	0	0	0	0	0	0	0	29612	-20%
Broad Rock	FY15	6537	5899	5316	5882	5122	5249	5389	4656	5035	4988	5164	5462	64699	
	FY16	5958	5859	5765	5288	4905	4931	4223	4448	4834	4282	3336	4401	58230	
	FY17	4883	4773	4248	4706	3966	3454	3729	3192	3595	3377	3851	4136	47910	
	FY18	4574	4062	3726	0	0	0	0	0	0	0	0	0	12362	-14%
East End	FY15	4620	4244	4159	4162	3846	3868	4090	3067	3501	3518	3511	3902	46488	
	FY16	4119	4565	4313	3747	3411	3375	3653	3286	3303	3206	3822	4629	45429	
	FY17	4572	4371	3581	3420	2945	3029	3463	2981	3529	4977	3515	3460	43843	
	FY18	3635	3481	3033	0	0	0	0	0	0	0	0	0	10149	-18%
Ginter Park	FY15	6393	6504	5051	4901	4980	4828	4991	4735	5197	4506	4865	5188	62139	
	FY16	2942	402	469	481	144	440	405	354	512	586	292	1238	8265	
	FY17	6247	5924	5374	5770	5031	4517	4812	4582	5401	4641	4868	5310	62477	
	FY18	5751	6070	5338	0	0	0	0	0	0	0	0	0	17159	-1%
Hull Street	FY15	3901	3776	3819	4057	3550	3639	3828	2815	3198	3373	3663	4020	43639	
	FY16	4172	3508	3727	4159	3901	3776	3252	3318	3280	2845	3158	3459	42555	
	FY17	3174	3245	3088	3131	3400	2477	2816	2962	2989	2348	2766	2843	35239	
	FY18	2947	3155	2178	0	0	0	0	0	0	0	0	0	8280	-42%
Main	FY15	13637	12520	11934	11332	10221	10867	11260	10261	11423	10243	10416	10920	135034	
	FY16	12022	11975	8749	11056	10376	10221	10620	11464	11338	11585	11658	12075	133139	
	FY17	12103	12264	10330	10655	9611	9049	9629	9600	10821	8969	9826	10528	123385	
	FY18	10304	11144	9794	0	0	0	0	0	0	0	0	0	31242	-5%
North Ave	FY15	4808	4760	4679	5068	4317	4778	4794	3893	4138	4227	3533	4100	53095	
	FY16	5048	4863	4990	5133	4410	4830	4300	4239	4267	3927	3708	4024	53739	
	FY17	4235	4448	3768	3564	3308	3260	2972	2943	3186	2714	3017	2985	40400	

New Patron Cards													
FY2018	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Total
Belmont	175	164	186	0	0	0	0	0	0	0	0	0	525
Broad Rock	155	163	154	0	0	0	0	0	0	0	0	0	472
East End	127	129	118	0	0	0	0	0	0	0	0	0	374
Ginter Park	118	151	121	0	0	0	0	0	0	0	0	0	390
Hull Street	120	116	96	0	0	0	0	0	0	0	0	0	332
Main	303	407	480	0	0	0	0	0	0	0	0	0	1190
North Ave	97	109	116	0	0	0	0	0	0	0	0	0	322
West End	0	76	159	0	0	0	0	0	0	0	0	0	235
Westover Hills	156	173	143	0	0	0	0	0	0	0	0	0	472
Total 2018	1251	1488	1573	0	0	0	0	0	0	0	0	0	4312
Total 2017	1482	1507	1371	1219	1170	935	1189	1063	1299	1013	1135	1381	14764

TECHNICAL SERVICES - ITEMS BY LOCATION											
	Belmont	B. Rock	East End	G. Park	Hull St.	MAIN	North Ave	West End	W. Hills	Monthly Total	
Jul-17	194	121	97	122	128	253	102	185	185	1387	
Aug-17	344	196	172	204	209	516	182	337	335	2495	
Sep-17	296	179	155	185	184	467	165	281	304	2216	
Oct-17	0	0	0	0	0	0	0	0	0	0	
Nov-17	0	0	0	0	0	0	0	0	0	0	
Dec-17	0	0	0	0	0	0	0	0	0	0	
Jan-18	0	0	0	0	0	0	0	0	0	0	
Feb-18	0	0	0	0	0	0	0	0	0	0	
Mar-18	0	0	0	0	0	0	0	0	0	0	
Apr-18	0	0	0	0	0	0	0	0	0	0	
May-18	0	0	0	0	0	0	0	0	0	0	
Jun-18	0	0	0	0	0	0	0	0	0	0	
Branch Total	834	496	424	511	521	1236	449	803	824	6098	
Average	70	41	35	43	43	103	37	67	69	508	

DOOR COUNT	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL
FY2018													
Belmont	9935	10247	8475	0	0	0	0	0	0	0	0	0	28657
Broad Rock	8700	9456	7229	0	0	0	0	0	0	0	0	0	25385
East End	7105	8940	7437	0	0	0	0	0	0	0	0	0	23482
Ginter Park	5722	6926	5939	0	0	0	0	0	0	0	0	0	18587
Hull Street	1985	7346	4789	0	0	0	0	0	0	0	0	0	14120
Main	14814	18702	17207	0	0	0	0	0	0	0	0	0	50723
North Ave	7182	0	7158	0	0	0	0	0	0	0	0	0	14340
West End	0	0	4921	0	0	0	0	0	0	0	0	0	4921
Westover Hills	6614	0	6339	0	0	0	0	0	0	0	0	0	12953
TOTALS FY18	62057	61617	69494	0	193168								
TOTALS FY17	72398	78366	68881	69394	61547	52517	49906	64911	71163	64777	69506	68301	791667
Computer Use	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	TOTAL
Belmont Workstation	1601	1620	1461	0	0	0	0	0	0	0	0	0	4,682
WIFI	0	841	646	0	0	0	0	0	0	0	0	0	1,487
Broad Rock Workstation	2239	2658	2277	0	0	0	0	0	0	0	0	0	7,174
WIFI	0	678	689	0	0	0	0	0	0	0	0	0	1,367
East End Workstation	1801	2196	1762	0	0	0	0	0	0	0	0	0	5,759
WIFI	0	731	696	0	0	0	0	0	0	0	0	0	1,427
Ginter Park Workstation	1574	1847	1635	0	0	0	0	0	0	0	0	0	5,056
WIFI	0	810	681	0	0	0	0	0	0	0	0	0	1,491
Hull Street Workstation	1939	2320	1581	0	0	0	0	0	0	0	0	0	5,840
WIFI	0	651	478	0	0	0	0	0	0	0	0	0	1,129
Main Workstation	3391	3844	3205	0	0	0	0	0	0	0	0	0	10,440
Childrens	361	331		0	0	0	0	0	0	0	0	0	692
WIFI	0	3198	2634	0	0	0	0	0	0	0	0	0	5,832
North Ave Workstation	1405	0	1511	0	0	0	0	0	0	0	0	0	2,916
WIFI	0	0	397	0	0	0	0	0	0	0	0	0	397
West End Workstation	0	0	625	0	0	0	0	0	0	0	0	0	625
WIFI	0	0	320	0	0	0	0	0	0	0	0	0	320
Westover Hills Workstation	1504	0	1666	0	0	0	0	0	0	0	0	0	3,170
WIFI	0	0	666	0	0	0	0	0	0	0	0	0	666
TOTALS FY18	15815	21725	22930	0	60,470								
TOTALS FY17	18053	20329	18204	17496	15525	12916	6,925	15994	17966	21582	23985	20701	209,676



LIBRARY BOARD OF DIRECTORS

July 1, 2017 – June 30, 2018



Ms. Gail F. Zwirner, Chair

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2nd term ending 06/30/2019 (Council)

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Home: 804-521-5618
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2nd term ending 06/30/2020

Ms. Danita R. Green, Vice-Chair

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2nd term ending 06/30/2019 (Council)

Mr. Larry Olanrewaju

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2nd term ending 10/24/19 (Council)

Ms. Barbara Burton

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1st term ending 06/30/2020 (Council)

Ms. Daisy Weaver

(Weaver-Brown Consulting Firm)
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2nd term ending 06/30/2020 (Council)

Mr. Kevin Butterfield

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1st term ending 06/30/2018 (Council)

Mr. William Yates

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1st term ending 06/30/2018 (Council)

Ms. Tanya Francis

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1st term ending 06/30/2020 (Council)

Ms. Laura Drewry, Assistant City Attorney

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LIBRARY BOARD OF DIRECTORS

July 1, 2017 – June 30, 2018



LIBRARY PARTNERS CONTACTS

Mr. Charlie Schmidt, Chair

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Ms. Karin Hansen, Executive Director

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RICHMOND PUBLIC LIBRARY CONTACTS

Mr. Scott Firestine, Director

Main Library
101 E. Franklin Street
Richmond, Virginia 23219
Office: 804-646-4550
Cell: 804-943-3773
Fax: 804-646-7685
Email: scott.firestine@richmondgov.com

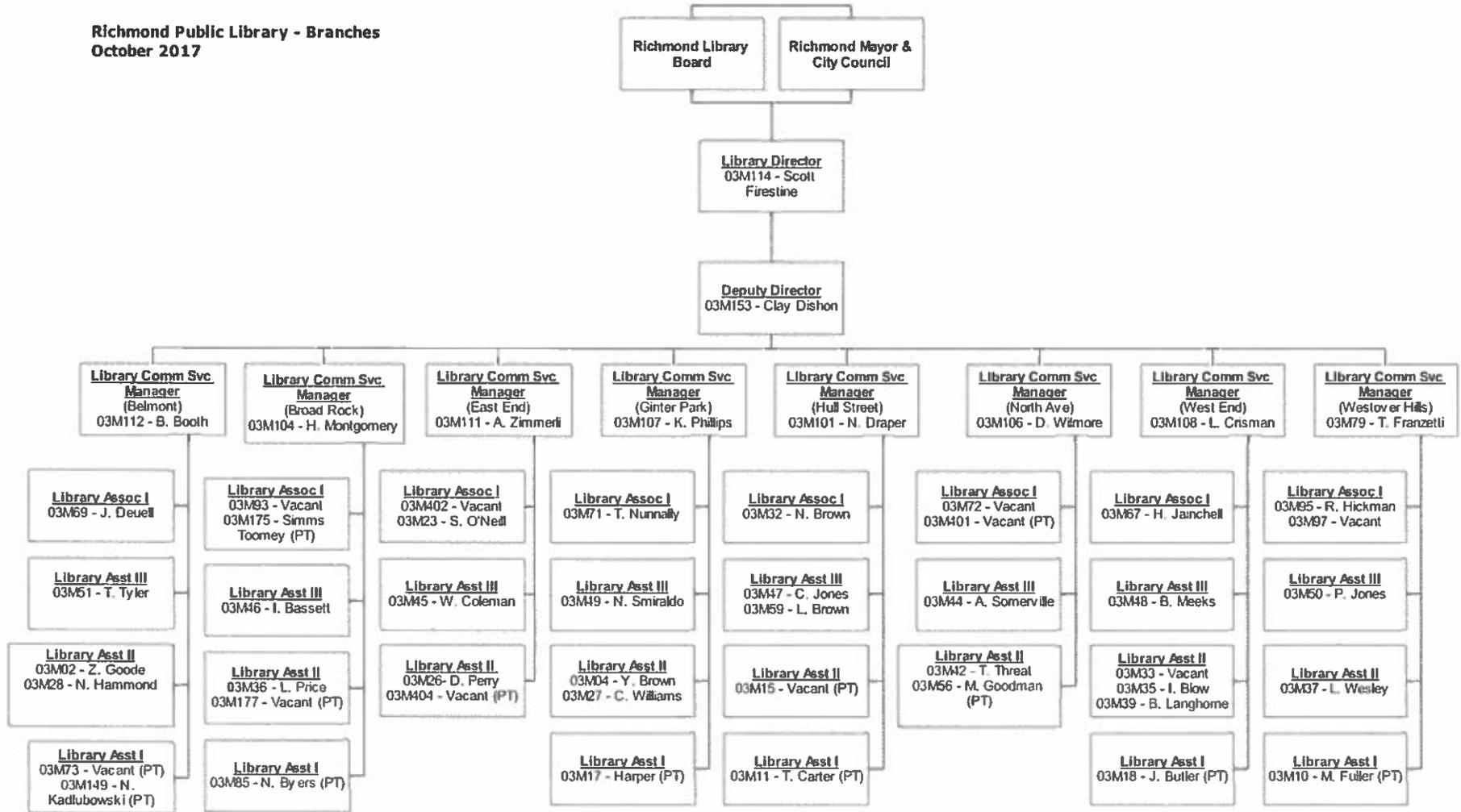
Mr. Clayton Dishon, Deputy Director

Main Library
101 E. Franklin Street
Richmond, Virginia 23219
Home: 804-562-5268
Office: 804-646-2548
Cell: 540-616-7550
Fax: 804-646-7685
Email: clay.dishon@richmondgov.com

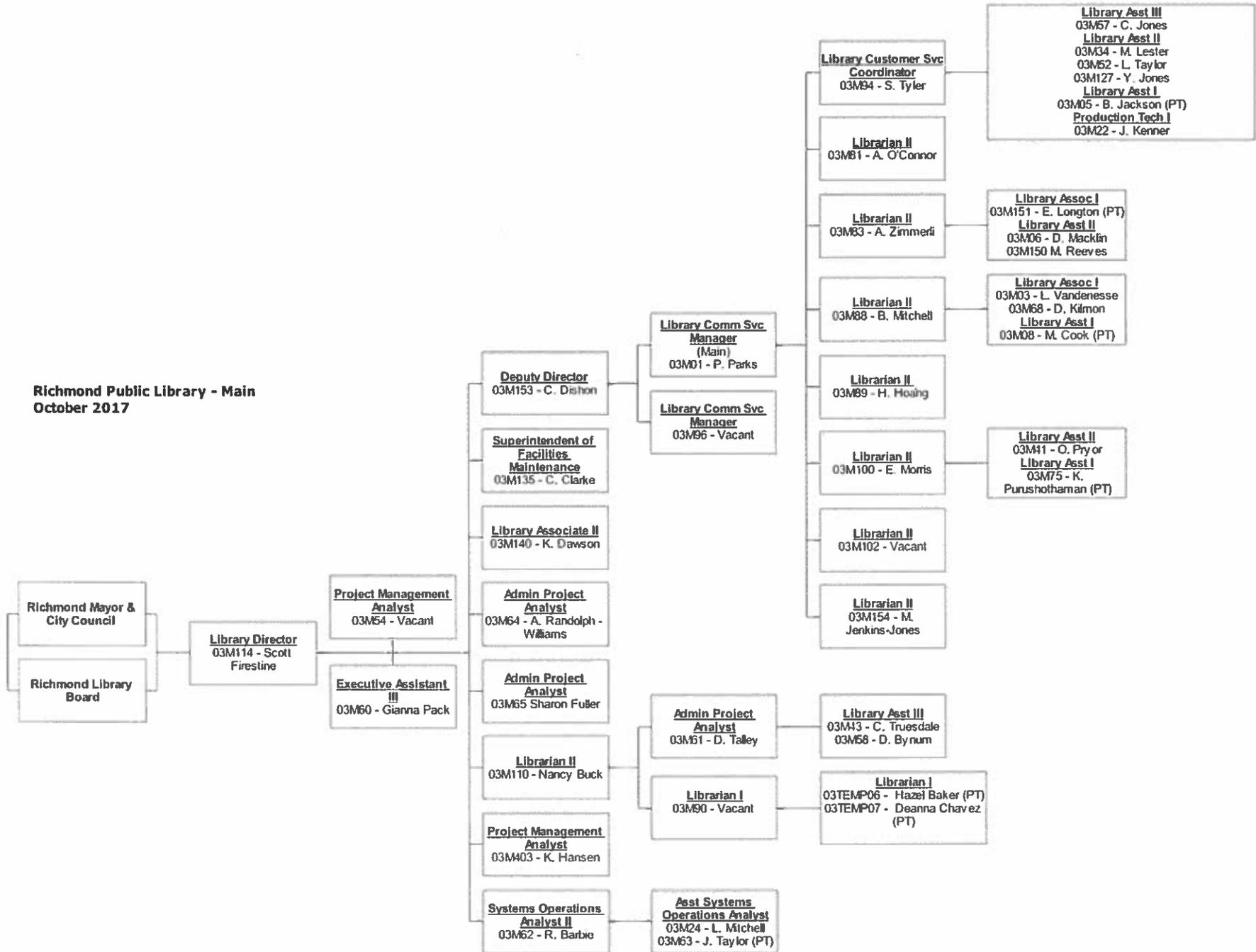
Ms. Gianna Pack, Executive Assistant

Main Library
101 E. Franklin Street
Richmond, Virginia 23219
Office: 804-646-2547
Fax: 804-646-7685
Email: gianna.pack@richmondgov.com

**Richmond Public Library - Branches
October 2017**



**Richmond Public Library - Main
October 2017**



Facilities Committee Meeting October 17, 2017

Focus Areas and Priorities for the Main Library Space:

1. Modernize the customer service model of RPL Main
2. Children become a priority
 - a. Welcoming and inviting space for youth
 - b. YA space
3. Digital maker space
4. Audiovisual media maker space
5. Multiple formats of collaborative space for research and communication.
6. Historic fiction and nonfiction books, periodicals collections re-housed.
 - a. Collection space in public areas need to be popular, in demand books and materials.
7. Reference Area redesigned and repositioned away from the book and more on the answer.
 - a. Implement new models of delivering reference service.
 - i. Reference Rovers
 - ii. Appointments, librarian on demand
 - iii. One-stop service desk
8. Circulation self service, tighter footprint and throughout the building.
 - a. RFID
 - b. E-payment, remote payment
 - c. Move to cashless service.
9. Leverage outdoor footprint.
10. Optimize and improve presentation of special collections.



CITY OF RICHMOND

RICHMOND PUBLIC LIBRARY

October 17, 2017

Donald R. Summers, Leed AP
Chief Capital Projects Manager
City of Richmond
900 E. Broad Street, Room 602
Richmond, Virginia 23219

Dear Mr. Summers:

With the reopening of the newly renovated West End Library, the City completed Phase I of the Library Facilities Master Plan, adopted by Council in 2008. We are anxious to move forward with Phase II, which focuses on the Main Library located at 101 E. Franklin Street. In order to accomplish our vision for the space, we want to enlist the services of the Mosely architects under retainer by the City of Richmond.

Over the last year, our Library Board has been on a listening tour of the City by participating in District meetings. We have substantial feedback about the needs of library facilities and services. Additionally, during the development of our strategic plan, we sought the impressions from branch advisory groups about the library system and the impact on the lives of Richmond's citizens. In anticipation of the next phase of the master plan, Richmond's new Library Director, Scott Firestine, has been evaluating the collections and growth, staff workspace needs, and the public's use of the facility. He is anxious to work with the Mosely group, which has experience in designing libraries, including the new Varina facility in Henrico County.

As part of the overall design for the Main Library, the Richmond Public Library Foundation was awarded a grant from the Mary Morton Parsons Foundation with matching funds raised by RPL totaling more than \$200,000 to be directed to a teen space at Main Library. We intend that much-needed space for this growing patron population to be the first part of an overall plan for the Main Library.

Thank you for the continued City support for the library system. We look forward to hearing from you about how we can move forward with architectural services support.

Sincerely,

Gail F. Zwimer, Chair
Richmond Public Library Board

cc: Scott Firestine, Richmond Public Library Director
Library Board of Trustees
L. Dexter Goode, Senior Capital Projects Manager

Belmont Branch, 3100 Ellwood Ave., 23221 • Bon Air Branch, 9103 Rattlesnake Road, 23235 • Broad Rock Branch, 4820 Warwick Road, 23224 • East End Branch, 2414 R Street, 23223 • Ginter Park Branch, 1200 Westbrook Ave., 23227 • Hull Street Branch, 1400 Hull Street, 23224 • North Avenue Branch, 2901 North Ave., 23222 • West End Branch, 5420 Patterson Ave., 23226 • Westover Hills Branch, 1408 Westover Hills Blvd., 23225

101 EAST FRANKLIN STREET • RICHMOND, VA 23219 • 804.646.4256 • FAX 804.646.7685 (ADMINISTRATION) • FAX 804.646.4757 (TECHNICAL SERVICES)

WWW.RICHMONDPUBLICLIBRARY.ORG

WWW.RICHMONDGOV.COM



Richmond Public Library Staff Development Day

Monday, October 9, 2017

- 8:30 A.M.** **ARRIVAL/CHECK-IN**
Breakfast, receive agenda, name tag etc.
- 9:15 A.M. to 10:15A.M.** **WELCOME AND ANNOUNCEMENTS**
Recognition, staff longevity,
state of the library
- 10:15 A.M. to 10:50 A.M.** **2037 RVA 300 Comprehensive Plan – Maritza Pechin, COR Econ
Development**
- 10:50 A.M. to 11:00 A.M.** **Break**
- 11:00 A.M. to 12:30 P.M.** **Fish Customer Service Model Based on the Seattle Pikes Place Fish
Market**
- 12:30 P.M. to 1:15 P.M.** **LUNCH BREAK**
- 1:15 P.M. to 4:15 P.M.** **BREAK OUT SESSIONS**

Choose 3 of the 4 sessions to attend. Sessions start at 1:15, 2:00, 2:45-3:15 Ice Cream, 3:15-4:00.

Room	Title	Presenter
Annex	Eat This, Not That	– Denise Heer, COR
Gellman Room	Stress? What Stress?	– Roosevelt Jones, COR
Auditorium	Emergency Preparedness	– Anthony McLean, COR
Library Park	ICE CREAM MAN!	
Children’s Activity Room	Medical Smarts – How to be a wiser patient	– Kimberly Jackson, Cigna

4:00 to 4:30 P.M. **CHECK OUT**

MR. AND MRS. ROBERT D. MALARKEY
4510 West Seminary Avenue
Richmond, Virginia 23227
804-262-3897
Dmalarkey9@gmail.com
September 24, 201

OCT 3 2017

Mayor Levar M. Stoney
City of Richmond
900 E. Broad Street
Richmond, Virginia 23219

Dear Mayor Stoney:

We would like to bring to your attention the very commendable actions on the part of the Ginter Park Library Branch Manager Kerry Phillips, and our Children's Library Associate, Tori Nunnaly, who took advantage of a rare educational opportunity, in appointing a new Library Security Guard – about age five.

This young man, who comes regularly, indicated that he would really like to be a security guard. When Tori vaguely agreed, he went home and told his mom, who came in and said he was serious, so they set it up, although it took a bit of planning.

Sebastian came in on the appointed day, *in uniform*, I understand. He was duly "sworn in" and given a clipboard and a typed up checklist to complete. I understand his checklist including putting odd books away, checking doors and "doing a perimeter check" around the inside and outside. After his checklist was done, I gather he was told he could clock out. As he was leaving, Tori pointed to a book that had been left off the shelf and told him to put it away.

"Nope", Sebastian said. "I'm done!"

We feel that this represents a wonderful service by the library to the community, and when the write-up appeared on the Nextdoor Neighbor website, the City's reputation was really enhanced. We recommend that Tori Nunnaly, Kerry Phillips and the staff of the Ginter Park Branch Library be commended.

Sincerely


Robert D. Malarkey

Cc:

Chris Hilbert, 3rd District Councilman
Editor, Richmond Times Dispatch

October 13, 2017

Mr. and Mrs. Robert Malarkey
4510 West Seminary Avenue
Richmond, VA 23227

Dear Mr. and Mrs. Malarkey:

I was delighted to read your letter, complimenting both Kerry Phillips, Branch Manager and Tori Nunnaly, Children's Library Associate at Ginter Park Branch Library forgoing the extra mile to put a smile on Sebastian's face, our youngest security guard. Thank you for reaching out to my office to share the news. This is just the type of customer service and experience we want to be known to provide.

Again, thank you for sharing this wonderful news.

Sincerely,

Levar M. Stoney
Mayor

cc: Mr. Mark McClain, Customer Service Administrator

October 13, 2017

Ms. Kerry Phillips, Branch Manager
And Tori Nunnaly, Library Associate
Ginter Branch Park Library
1200 Westbrook Avenue
Richmond, VA 23227

Dear Kerry and Tori:

I was delighted to read a letter from Mr. and Mrs. Malarkey, complimenting you for going the extra mile to put a smile on Sebastian's face, our youngest security guard. Mr. and Mrs. Malarkey was very pleased with your efforts and I echo their sentiments. This was a very exceptional deed. Thank you for being a valuable member of our team and for representing the City in such an awesome way.

Again, thank you for your efforts.

Sincerely,

Levar M. Stoney
Mayor

Cc: Scott Firestine





DAVENPORT, Martha Orr, 99, of Richmond, Va., died October 10, 2017. She was predeceased by her parents, Samuel Marshall Orr and Alma Carithers Orr; her husband, B. Warwick Davenport; and her daughter, Martha Orr Davenport Reed.

She is survived by her son, Bradfute W. Davenport Jr. and his wife, Suzanne; grandchildren, Louise Warwick Reed, Alice Reed Keating and her husband, Peter, Frederic Scott Reed Jr. and his wife, Anna, Kate Moore Davenport and her wife, Emily Balogh, John Sidney Davenport, Stephen Warwick Davenport and his fiancée, Madjson Taylor, Sarah Shepherd Davenport and Maria Byrd Davenport; and great-grandchildren, Abigail Alice Olson, Natalie Martha Keating, Sarah Reed Keating, Frederic Scott Reed III, Harry Davenport Reed and Elliot Warwick Davenport Balogh.

Martha was born on St. Patrick's Day, 1918 in Heardmont, Ga. She grew up in Anderson, S.C. and attended Anderson Public Schools. She graduated from Anderson Junior College and Winthrop College in Rock Hill, S.C., where she was the class president and her fellow students voted her most likely to be the first woman president of the United States. She then earned a Master of Arts from the University of Virginia, where she met her future husband, Warwick.

She was proud to be the great-granddaughter of James Lawrence Orr, Speaker of the U.S. House of Representatives, Governor of South Carolina during Reconstruction and Minister to Russia in the Grant Administration. She inherited his penchant for progressive thinking and was not stuck in the past. She was proud to vote for the first African American man for President.

In addition to her family, Martha had two main loves. One was the Virginia Museum of Fine Arts, where she was a founder of the Council and enjoyed organizing early fundraising galas. It was through her work there that she learned about art and became an accomplished collector, particularly of Virginia artists.

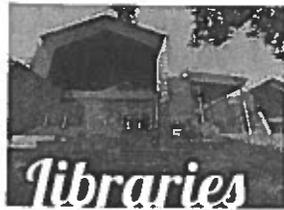
for children. She assembled a remarkable collection of books and other materials about Little Red Riding Hood and once arranged an educational children's program on wolves at the City Library. The program featured a visit from Koani, a gray wolf, and his sidekick, Indy - both of whom had spent the preceding night at Martha's home, since local hotels were not very accommodating.

Macular degeneration stole most of her vision, but it never diminished her curiosity. Caregivers, engaging in frequent conversations with her, marveled at her requests that they "Google it" or "ask Siri." As she faced macular degeneration head on, some of the last books she read were the Harry Potter books. She donated her collection of children's books to the University of Virginia Library and the Martha Orr Davenport Special Collections Room at the Richmond Public Library.

In addition to all the loving staff at Westminster Canterbury, the family extends its profound thanks to Carolyn Booker, Carol Warner and a host of other caregivers on the third floor of the Mary Morton Parsons Healthcare unit, who were Martha's companions and helpers in recent years.

Martha's funeral will be at Grace & Holy Trinity Church, 8 North Laurel Street in Richmond, at 11 a.m. on Saturday, October 14, 2017. See parking attendants in front of the church to receive a parking permit and directions to reserved parking. There will be a private burial at Hollywood Cemetery.

In lieu of flowers, memorial donations can be made to the Friends of the Richmond Public Library, 101 East Franklin Street, Richmond, Va. 23219.



Libraries

There are so many free activities, workshops, exhibits, and performances occurring at over 20 libraries around the region! Here are just a few examples.

Oct 2-Oct 31

Woodville Elementary – Student Art Show
East End Library

Oct 2

Henrico County Pops Chorus – Broadway Magic
Sandston Branch Library

Oct 7

Teen Read Week: Harry Potter Masquerade
North Courthouse Road Library

Oct 7

Latin Ballet of Virginia – “NuYoRican”
Tuckahoe and Varina Libraries

Oct 14

Family “Drive-In” Movie
Powhatan County Library

Oct 17

From Virginia to Outer Space: The Real Stories Behind Hidden Figures
Hopewell Library

Oct 21

Start Where You Are: Art and Creativity with Noah Scalin
Midlothian Library



Celebrity Picks

These local celebrities understand that arts and culture are critical to a vibrant community. Follow @artoberVA on social media throughout the month of October to see what their suggestions are for how to enjoy artoberVA!

Marc Cheatham

Creator of the Cheats Movement blog and director of constituent services & casework for Senator Tim Kaine

Kelli Lemon

Social entrepreneur and Radio One personality

OutRVA

LGBT focused campaign of the Richmond Region Tourism

Jessica Noll

WTVR Director of Local Programming and Executive Producer & Co-Host, Virginia This Morning

Honorable

Levar Stoney

Mayor of Richmond

Lisa Freiman

Director of Virginia Commonwealth University's Institute for Contemporary Art (ICA)

Nutzy

Mascot of the Flying Squirrels who loves to have FUNN

Heide Trepanier

Internationally known RVA artist

Michel Zajur

Founder/CEO of The Virginia Hispanic Chamber

@artoberVA

Creative Sprint offers a 31-day challenge to get your creative muscles into shape, fast! Creative Sprint is fun you can do anywhere - in as little as two minutes per day! No special skills, preparation, or experience needed to participate. Sign up at www.CreativeSprint.co to get a daily email throughout October. Each email includes a daily prompt to generate your creative energy. Document your creativity by snapping a photo and sharing it online with the tags #CreativeSprint and #artoberVA.

#CREATIVESPRINT

Richmond richmondmag.com mag

FOOD & DRINK NEWS & FEATURES ARTS LIVING R•HOME BRIDE BEST OF RICHMOND SUBSCRIBE

One for the Books

The Black Male Emergent Readers literacy program at the Richmond Public Library seeks to empower and inspire young men

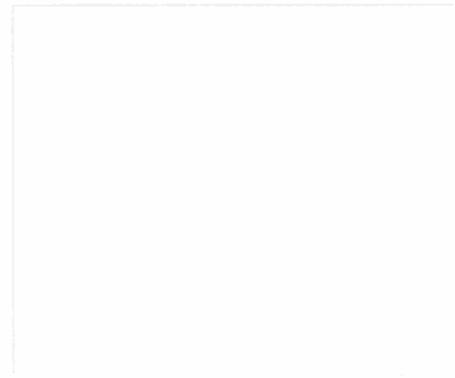
by Bonnie Newman Davis
October 15, 2017 6:30 AM

RSS Print



Driving forces behind the Black Male Emergent Readers literacy program (from left) Richmond Police Officer Jerry L. Scott Jr.; program founder Meldon Jenkins-Jones, law librarian for Richmond Public Law Library; and Diane Wilmore, community service manager for Richmond's North Avenue Library (Photo by Bonnie Newman Davis)

Meldon Jenkins-Jones' grandson, now 19, struggled to read while growing up. He was "kept back a year in school despite being from a well-educated family," says Jenkins-Jones, the law librarian for Richmond Public Law Library.



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While her grandson eventually received help and recently graduated from high school, that didn't ease Jenkins-Jones' worries about other minority male youths whose families are unable to help them overcome reading difficulties. Her concern led her to create the Black Male Emergent Readers (BMER) literacy program at the Richmond Public Library.

Reading disabilities contribute to many minority male youth failing to graduate from middle and high school, and Jenkins-Jones says that inadequate education and the inability to find employment means many of these young people wind up joining gangs, committing crimes or going to prison.

During the 2012-13 school year, the national graduation rate was 59 percent for black males, 65 percent for Latino males, and 80 percent for white males, according to the Schott Foundation for Public Education, which supports equitable funding and policy changes to eliminate disparities in public education.

Among the BMER program's components to address the literacy gap are book clubs, empowerment workshops that use hip-hop culture as an education tool, and an initiative called Success for Teens, which focuses on critical-thinking skills and how to overcome obstacles and challenges.

A 2016 BMER conference featured several African-American male authors who live in Virginia. Also among the panelists was Richmonder Clarence McGill, a coach, mentor and former official with the Virginia Department of Juvenile Justice, who was among those profiled in David Marc's "Leveling the Playing Field: The Story of the Syracuse 8." McGill was one of eight black college football players who boycotted the 1970 football season at Syracuse University, seeking racial equality on and off the field. Their demands included access to the same academic tutoring made available to their white teammates and racial integration of the coaching staff, which had been all white since 1898.

Such books are instrumental in motivating young black males to read while also increasing their self-esteem, says Jenkins-Jones. Her own motivation for developing BMER is based on research by Alfred W. Tatum, dean of the College of Education and director of the Reading Clinic at the University of Illinois at Chicago. Tatum's research shows that "enabling" texts and writing play a strong role in advancing literacy development among African-American adolescent males. Examples of enabling texts include "Notes of a Native Son," by James Baldwin, "The Autobiography of Malcolm X," by Alex Haley, "Invisible Man," by Ralph Ellison and "Crossover" by Kwame Alexander.

Such works foster healthy psyches among young black males, present an awareness of the real world and show the collective struggle of African-Americans, according to Tatum. The goal is to get youth to read more, communicate more effectively, and develop a better self-image and positive relationships.

Jenkins-Jones took Tatum's work a step further. After creating BMER, with input from librarians at Richmond's nine public library branches, she developed BMER Book Kits for use by nonprofit and community organizations and businesses. The 12 kits (organized into portable backpacks) are available for library cardholders and contain empowering books, activities, and a list of resources that develop reading, writing, and critical thinking skills in content areas such as art, civics, dance, history, music and poetry.

Diane Wilmore, community services manager for Richmond's North Avenue Library, has been the impetus behind many BMER programs and activities, says Jenkins-Jones. In addition to hosting programs at the North Side branch, Wilmore has led field trips for BMER participants to the Virginia Museum of Fine Arts and the former Virginia Aviation Museum.

The number of BMER participants fluctuates, but typically about eight students come to the library once a week from the surrounding community and neighborhood school, says Wilmore. Reading programs generally last from six to eight weeks during the school year.

Arriving in Richmond from Cleveland, Ohio, in 2014, Wilmore says she was "all in" for introducing BMER at the North Avenue Library. Support from the Richmond Public Library Foundation has provided funding for some BMER programming, and BMER also has partnered with local organizations such as the YMCA, the Richmond Boys Club and ART 180.

Richmond Police Officer Jerry L. Scott Jr. routinely facilitates BMER sessions covering critical thinking skills, life skills and how to avoid negative interactions with police. Scott says that when he questions young black males about their reactions when they see the police approaching, they frequently respond, "We run."

"Often when kids interact with police, their emotions go from 1 to 50 in a matter of seconds," says Scott. "I encourage them to take a deep breath and calm their emotions."

Jenkins-Jones believes that, with more volunteers, BMER will continue to grow and become a model for other cities.

"This program is transferable and will benefit the entire society – not only African-American males, but Latinos, Native Americans and boys in general."

Never miss a Sunday Story: Sign up for the newsletter, and we'll drop a fresh read into your inbox at the start of each week. To keep up with the latest posts, search for the hashtag #SundayStory on Twitter and Facebook.

The Sunday Story childhood literacy African-American students Richmond Public Library
literacy

by Bonnie Newman Davis
October 15, 2017 6:30 AM

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Related



Keeping Watch
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Sep 26, 2017



Off the Shelves
Sep 25, 2017



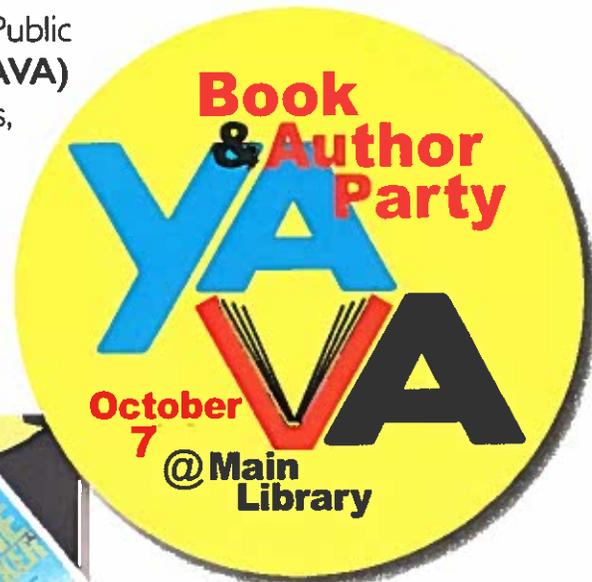
Library Weak?
Apr 11, 2017

Comments

What's the inside story on Virginia authors? Join us & find out!

Book fans of all ages are invited to Richmond Public Library's **Young Adult Virginia Authors (YAVA) Celebration!** There will be munchies, giveaways, a Biblio-trivia game, time to chat with authors, get books signed, and move to the beat of the Richmond Community High School Jazz Band.

New this year, the Richmond Public Library Foundation is partnering with the Library of Virginia to present the 2017 YAVA Award. The winner will be announced at the party and honored at LVA celebrations.



Free and open to the public!

Saturday, October 7, 2017
2-4:00 pm

Richmond Main Library

101 East Franklin Street, Richmond, VA 23219

FEATURED AUTHORS:

Hannah Barnaby
Some of the Parts

Martina Boone
Illusion

Winifred Conkling
Radioactive!

Jen Downey
The Ninja Librarians: Sword in the Stacks

Wendy Higgins
The Great Hunt

Sarah Glenn Marsh
Fear the Drowning Deep

Meg Medina
Burn Baby Burn

Kat Spears
The Boy Who Killed Grant Parker

Erin Teagan
The Friendship Experiment

Steve Watkins
Ghosts of War: Fallen in Fredericksburg

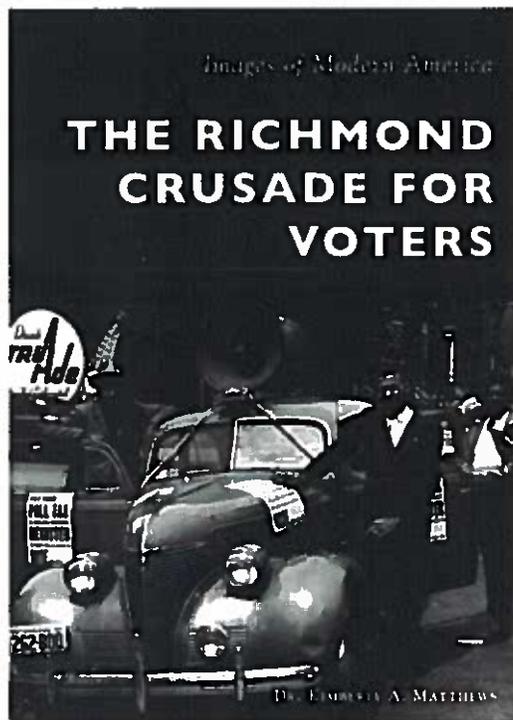


Funding provided by the RPL Foundation

For information, call 804-646-1867 or visit us online at rvalibrary.org

Author Talk and Book Signing by
Dr. Kimberly Matthews

Join us as Dr. Matthews speaks about her new book, *Images of Modern America: The Richmond Crusade for Voters*.



Follow Dr. Matthews as she lays out the chronology of the Richmond Crusade for Voters as it is depicted through pictures and discourse. Dr. Matthews is a researcher, writer, and professor of leadership with Virginia Commonwealth University's LEAD program.

Monday, October 16 at 6 pm
Richmond Public Main Library

101 East Franklin Street, Richmond, VA 23219

Light refreshments will be provided.
Seating is limited, so be sure to **PRE-REGISTER**
at (804) 646-7223 or online at rvalibrary.org



This event is sponsored by the Richmond Public Law Library
and the RPL Black Male Emergent Readers Literacy Program (BMER)

FRIENDS

OF THE RICHMOND PUBLIC LIBRARY

Special Collections Sale

Collectible books will be offered for sale in the Special Collections Room. If you are a book lover, take advantage of this opportunity - it only happens once a year during the Friends Fall Book Sale!

BOOK

SALE

Friday, November 3

12 noon - 5 pm & 7-9 pm

Special Hours for members of the Friends only: 10 am - 12 noon

Saturday, November 4

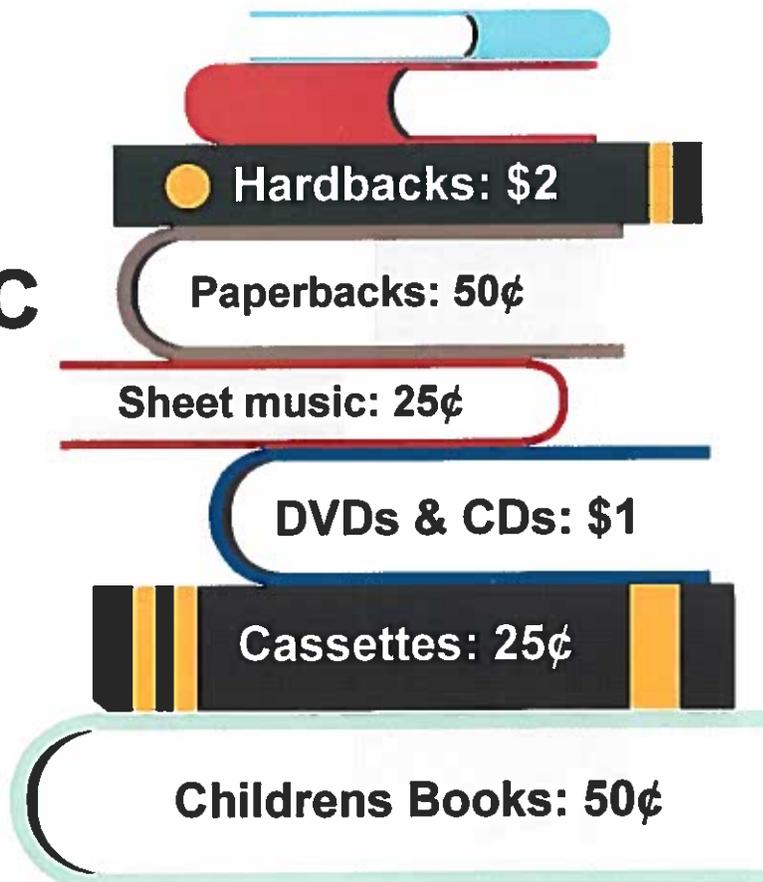
10:00 am - 4:00 pm

RICHMOND PUBLIC MAIN LIBRARY

101 East Franklin Street, Richmond VA, 23219



Visit the Friends: rvalibraryfriends.org



● **Hardbacks: \$2**

Paperbacks: 50¢

Sheet music: 25¢

DVDs & CDs: \$1

Cassettes: 25¢

Childrens Books: 50¢

Proceeds benefit library programs and resources.

MONDAY NIGHT FEVER

**BROAD ROCK LIBRARY
TURNS 40!**

OCTOBER 16
5:00 - 8:00 pm

4820 Old Warwick Road,
Richmond, VA 23224

**Join us for fun & refreshments as we celebrate 40
years of bringing our community together with a
70'S THEMED COSTUME PARTY.**





FUN WITH RIPPLE



STORYTIMES WITH RIPPLE

Ripple shared storytimes and made new friends at all Richmond Public Libraries during Library Card Sign-Up Month!

