



Richmond Public Library Board

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



Library Board Meeting Minutes March 23, 2016

- PRESENT:** Gail Zwirner, Larry Olanrewaju, Kirsta Millar, Daisy Weaver, Danita Green, David Lydiard, David Ballard, Kevin Butterfield, Charlie Schmidt; Friends
- LIBRARY STAFF:** Clay Dishon, Felicia Smith, Cheryl Clarke, Karin Hansen
- ABSENT:** Peter Blake, Laura Drewry; City Attorney

Called to order by Kirsta Millar, Chair at 12:25 p.m. at the North Avenue Library.

Minutes from the February 24, 2016 meeting along with the current agenda and pending donation list were unanimously approved.

Public Comment Period	None were present
REPORTS	
Friends of the Library	Mr. Schmidt reported: the Spring Book Sale will be held on April 1 st & 2 nd . Will be working to revamp the mini-grants program which provides funds for programming to branches. The Friends will assist with implementation of the Communications Plan via publicity and outreach.
Library Foundation	<p>Ms. Hansen: the Foundation has submitted the Mary Morton Parsons grant application. Thanks to the Facilities Committee for assisting. A response is expected in June. Spring appeal will be sent out in April.</p> <p>Information regarding the \$5,000 gift provided to previous renovated branches for new acquisitions has been hard to find. Ms. Hansen will present the motion to the Foundation Executive Board in April.</p> <p><i>Motion made by Ms. Zwirner for the Foundation to reinstate the gift of \$5,000 to Ginter Park and West End for new acquisitions; the gift should coincide with the ribbon cutting. The motion was seconded by Ms. Millar and unanimously carried.</i></p>
Administration	<p>Mr. Dishon reported: the Mayor released the proposed FY17 budget on March 4th. There is a \$9 million deficit; cuts are being made across all agencies. A city-wide hiring freeze and reduction in discretionary funds was implemented on March 7th. Vacancies remain the same. East End now has a children services librarian. Candidates for North Ave and Hull St positions both declined. Hiring exemptions will be submitted for critical positions.</p> <p>Due to staff shortages, we may need to hold off re-opening Ginter Park until West End closes.</p> <p><i>Motion made by Ms. Zwirner to allow the Interim Director authority to postpone the opening of Ginter Park based on staffing needs. The motion was seconded by Ms. Weaver and unanimously carried.</i></p> <p>The Library will have to present impacts of the proposed budget reduction to City Council on April 4th. The difference between this years' budget and the FY17 proposed budget is \$240,331. Board members can assist by speaking with their Councilperson. Mr. Dishon will email impact statements to use as talking points.</p>

	<p>AED Devices are being installed at all locations. The Fire Department is offering a free 2 hour training to all staff. This will require delayed openings on training days in order for all staff to attend. Board members approved the delayed openings. Clem Britt, professional photographer, will take photographs for our new website. He will be made available to photograph the Board either as a group or individually.</p> <p>Mr. Dishon will review the current website for necessary staff updates.</p> <p>A link will be sent to the recent RVA news article; featuring East End's new Library Associate in Children's Services, Ms. Julie Rogers.</p>
BOARD COMMITTEE REPORTS	
Chairman	Ms. Millar: no report.
Finance	Mr. Olanrewaju: expressed concern regarding the public law library funds that have not been transferred to the Library's account. Inquires have been made to finance and they are working on getting it transferred in the system.
Library Director Search	Mr. Blake reported: the committee will hold a closed meeting this afternoon for an update on the selection process.
Facilities	Ms. Zwirner reported: The committee did not meet. Ms. Zwirner shared the Fan District's newsletter, which has a piece about Belmont Library and Beanstalk, software purchased by the Foundation to facilitate readers' advisory and manage children's summer reading progress. The Beanstalk software has been implemented system-wide.
Governance	Mr. Lydiard reported: Ms. Millar and Mr. Blake's terms will end on June 30 th . There are currently 5 applications. Mr. Lydiard will distribute prior to the next meeting. Recommendations can be made to City Council; however they will make the final decision.
Strategic Planning/ Neighborhood Assessment & Planning	Ms. Millar reported: completed Strategic Plan including appendices were distributed. Please review and provide final revisions ASAP. Outdated pictures will be updated.

*There being no further business the meeting was adjourned at 1:10 p.m.
The next meeting will be held on Wednesday, April 27th at 12:00 p.m. at the Hull Street Library*

Recorder: Felicia M. Smith

Approved: _____
Ms. Kirsta Millar, Chair