



Richmond Public Library Board

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Library Board Meeting Minutes

May 25, 2016

PRESENT: Kirsta Millar, Danita Green, Kevin Butterfield, Gail Zwirner, David Ballard, Daisy Weaver, David Lydiard, Laura Drewry; City Attorney

LIBRARY STAFF: Scott Firestine, Clay Dishon, Felicia Smith, Cheryl Clarke, Karin Hansen, Tara Franzetti,

ABSENT: Peter Blake, Larry Olanrewaju, Charlie Schmidt; Friends of RPL President

Called to order by Kirsta Millar, Chair at 12:03 p.m. at the Westover Hills Branch.

Minutes from the April 27, 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	No report.
Library Foundation	<p>Ms. Hansen: Mary Morton Parsons grant was approved for \$100,000. This grant requires the Foundation to raise a match of \$100,000 by May 17, 2017. Funds can be a combination of City funds and outside donations. The grant will be used for renovation of the teen space at the Main Library.</p> <p>The Foundation Executive Board have discussed providing a \$5,000 gift to Ginter Park to acquire new acquisitions. A decision has not been made yet.</p> <p>The Friends and Foundation will host a welcome reception for the new Library Director, Scott Firestine, on Sunday, June 5th. All are invited to attend.</p>
Administration	<p>Mr. Firestine reported: during his first month as Library Director he has met with all staff at all branches and departments. He is planning to meet with each Board member individually in the upcoming months.</p> <p>West End is scheduled to close June 27th for their renovation. They are the 2nd highest circulating branch; therefore he is looking into a cost effective way to provide an alternate location for West End while they are closed for renovation. If we do not provide an alternate location we may lose our patrons to Libbie Mill.</p> <p>Ginter Park re-opening is scheduled for June 28th. It was suggested to possibly tie the re-opening into the Summer Reading kickoff.</p>
BOARD COMMITTEE REPORTS	
Chairman	<p>Ms. Millar: welcomed new Library Director, Scott Firestine and thanked Clay Dishon for taking on the role of Director for the past 9 months. 4 new Board member applications have been received. They will be emailed to the Board, please review and provide feedback to Ms. Millar.</p>
Finance	<p>Ms. Millar: expenditures for FY16 are on track; 77% of the budget has been spent. The City's accounting system continues to cause issues.</p>

Facilities	<p>Ms. Zwirner reported: an RFP has been expedited for work on Main Library front stairs. Unclear as to whether or not funds for a new roof at West End were approved. Mr. Firestine will look into. A renovation/expansion of the Main Library is needed to revitalize RPL. A Master Facilities Plan was completed several years ago and the facilities committee would like to request an RFP to have the plan updated, focusing on the Main Library.</p> <p><i>A motion was made by Ms. Zwirner requesting an RFP to have our Master Facilities Plan updated. Motion discussion: the Board would like to know the cost prior to committing to submit an RFP. Mr. Firestine will work with Ms. Zwirner to figure out the appropriate next step and the funds it would take to complete. Motion was withdrawn.</i></p>
Governance	<p>Mr. Lydiard reported: City Council will be evaluating new Board member applications and vote for appointment at their June 13th meeting.</p> <p>Mr. Ballard and Mr. Lydiard will serve as the nominating committee for Board office appointments. If anyone is interested in serving as an officer please inform the committee. Voting for officers will take place in July.</p> <p>Committee members will be appointed by the Board chair.</p>
Strategic Planning/ Neighborhood Assessment & Planning	<p>Ms. Millar reported: quote to print 20 copies was extremely high due to the number of pages with the appendices. The Strategic Plan will be available electronically and we are looking to find a less expensive way to get hard copies.</p>
UNFINISHED BUSINESS	
Website	<p>It will be too costly to have the professional photographer take individual photographs of Board members. Will find an alternative to accomplishing this task.</p>
NEW BUSINESS	
Black History Museum	<p>Ms. Green would like to know if the Board is interested in pursuing a relationship with the Black History Museum. She has longed for one of our branches to house a Rosa D. Bowser Reading Room. Ms. Bowser was the founder of the first African American Library in the City of Richmond. There will be a mural honoring her in the Jackson Ward area.</p> <p>All agreed this is a relationship worth pursuing. Ms. Green will work with the Museum to figure out how the Library can have a role in their mission.</p>

*There being no further business the meeting was adjourned at 12:51 p.m.
The next meeting will be held on Wednesday, June 22nd at 12:00 p.m. at the Ginter Park Branch.*

Recorder: Felicia M. Smith

Approved: _____
Ms. Kirsta Millar, Chair