

FAIRFAX COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
April 9, 2014

Chairman Willard O. Jasper called the meeting to order at 7 p.m.

2014 Star Volunteer Awards presentation-- Chairman Jasper began the meeting by recognizing recipients of the 2014 Star Volunteer Award. Master of Ceremonies, Delegate Mark Sickles, presented awards to 1,000 hours, 3,000 hours, 5,000 hours and Exceptional Service Honorees to library volunteers.

There was a brief break and the board meeting was called to order at 7:50 p.m. by Chairman Jasper.

Capital Project Development Process presentation – presented by Toni Ogurcak, Section Manager, and Joan Beacham, Project Manager, both from Fairfax County Building Design & Construction Division.

Public Comments

1. Ms. Kay Rzasa, Branch Manager, George Mason Regional Library
2. Ms. Deborah Smith-Cohen, Assistant Branch Manager, Patrick Henry Library

Board Minutes

Accepted motion to approve March 2014 minutes, as amended.

Chairman's Report:

No success scheduling a meeting with the Board of Supervisors regarding the FY2015. Will contact Chairman Bulova directly.

FY2015 Budget Public Hearing – Chair Jasper scheduled to appear on Thursday, April 10, 2014 at 3:00pm

Appointed to the Nominating Committee were Trustees Michael Donovan and Priscille Dando. Elections to be held in June 2014.

Board of Trustees reports were provided on the following:

Ad Hoc Evaluation and Communications Committee – Karrie Delaney

Ms. Delaney asked for BOT approval of the FCPL User Survey report. Mr. Cutrone suggested language be added to include Group 3 - people who don't currently value the library. This is so that we can understand why they don't value the library. If you understand why they don't value the library, you may be able to identify ways in which the library **is** currently meeting their needs even if they don't recognize the services that are currently available. Further, insight gleaned from this group might help focus **our** future direction with regard to what services we do choose to provide.

Motion accepted to approve the report, FCPL User Survey, submitted by the Evaluation and Communications Subcommittee, as amended.

Ad Hoc Floating and Discards Committee – Liz Clements – not quite done, need to continue looking at what has happened, will need at least one more week. Mr. Heinrichs requested that the ad hoc committee be disestablished and continue as a standing committee of the board. Mr. Jasper stated they would have to go through other channels to change the committee name.

Personnel Committee – Peggy Kopplitz – prepared a work plan to identify the issues and make recommendations to the BOT and the Library Director. First objective was to identify the most pressing needs. Held first meeting on March 20, 2014. Only three members of the committee attended and one staff member. This staff member conveyed her most pressing issues which were, 1. Length of time to fill positions; 2. Communication; 3. Training and 4. Moral/Lack of value. Will schedule future meetings.

Planning Committee – Michael Cutrone – no report.

Ms. Clements report on the Friends' Forum, held on March 30, 2014 at Richard Byrd Library. It was very informational with reports on scholarships, report from the Chair of the Library Foundation possibly partnering with Barnes&Noble and ideas for the book sales. The Friends Groups are important. Donations from the Friends Groups over the years have been very important. Their input should be encouraged. A very profitable afternoon.

Director's Report:

A. Financial Issues

1. FY 2014 Budget Status - no report
2. FY 2015 Budget Status – will know status after budget public hearings.
3. State Aid has increased by \$30,000 if Governor's budget is approved.
4. Friends of the Library Annual Donation Summary
5. Comprise Lab Tours – invited board members to tour Technical Operations and the Comprise lab at the Gov't Center.

B. Capital Issues

1. Woodrow Wilson Library Update – construction underway.
2. Pohick Regional construction to begin mid 2015. No timeline for Tysons-Pimmit Regional and John Marshall Library.
3. Reston Regional Library PPEA (Public Private Partnership) - met with organization possibly doing an unsolicited PPEA. Will advise.
4. Facilities Update

C. Personnel Issues

1. Status of Branch Vacancies – we are filling positions. 60 positions including Administration and Technical operations still open.
2. Use of Compensatory Time – is now being utilized at the library. Mr. Cutrone asked if individuals are actually using their comp time? Mr. Clay advises he will provide an answer at next month's board meeting. Ms. Quinn also advised there is no historical information available at this time.
3. Branch Manager Orientation Checklist – asked all managers to provide ideas. Ms. Dando suggested reaching out and introducing themselves to the school librarians in their service areas. Mr. Cutrone added there are Meet with Your Friends Group, Meet with Your FCPLEA Rep.
4. Internal Orders Report of Personnel Expenditures – have initiated internal coding which is separate from FY2014. One issue of concern is Senior access to services. We are spending \$235,660.20 on services for Seniors. Mr. Heinrich pointed out the wide variance in the numbers. Mr. Clay stated it depends on branch reporting.

D. Regional Library Agreement Development – contract with City of Fairfax must be revised. More information will be provided at the May board meeting.

E. FCPS Community Focus Group Invitation – Mr. Clay invited to a focus group at Rocky Run Middle School. There were a wide variety of issues discussed. Ms. Dando added that Dr. Garza, FCPS School Superintendent, is an avid library user and avid reader and her community involvement is at a degree we haven't seen before. Dr. Garza has been touring the community, personally inviting individuals. Ms. Dando is trying to arrange a meeting between Dr. Garza and Mr. Clay.

F. 50+ Plan Meeting Notes – Mr. Herrity is very interested in this program.

G. Manassas Park Proposal – approached with a proposal to buy library services from FCPL. FCPL currently has 290 registered card holders residing in Manassas Park. Manassas Park proposes buying 2500 cards at \$27.00 each, which is what FCPL currently charges non-residents for a library card. Contract would be for one year and then renewed.

Consideration Item – Staff Day, October 2, 2014, deferred to Action Item at the May 2014 board meeting.

Action Item – Re-establishment of Library Board Technology Committee - accepted motion to approve.

Roundtable:

Ms. Koplitz – no comment.

Ms. Clements – emphasize importance of Friends Groups.

Mr. Heinrichs – mentioned Ms. Petersen’s retirement and Ms. Cabral’s absence.

Mr. Donovan –Manassas Park opportunity could be leading edge..

Ms. Dando – thanked Gari Plehal, Branch Manager, Lorton Library, extremely welcoming to the new program at Halley Elementary School with the children and families reading in the evening at the library. Building relationships with the school. Participation has grown considerably. Ms. Dando would like to see more of this type of program and will reach out to Branch Managers.

Mr. Fegan – handed out the Fairfax Library Foundation Annual Report. The annual gala is October 18, 2014 at the City of Fairfax Library and is tied in with the 75th anniversary of FCPL.

Ms. Delaney – excited about the survey process. Hopefully we will collect valuable data to enhance some details of the strategic plan. Possibly invest time for a more detailed strategic plan. Suggested preparing a 10 year budget projection to present to the BOS. Could be a possible direction to take regarding future funding from the BOS.

Dr. Sirh – congratulated this year’s volunteers. Mentioned Ms. Petersen’s retirement on May 30 and suggested recognizing her tenure.

Mr. Cutrone – no comment.

Chairman Jasper adjourned the meeting at 9:20 p.m.

Members Present

Will Jasper
Sam Clay
Michael Cutrone
Liz Clements
Michael Donovan
Priscille Dando
Karrie Delaney
Dr. Joseph Sirh
Peggy Koplitz
Don Heinrichs

Respectfully Submitted:

Edwin S. Clay III
Library Director

Members Absent

Mary Petersen
Kristin Cabral

Approved:

Willard Jasper, Chair
FCPL, Board of Trustees