

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

Chairman Charles Fegan called the meeting to order at 7 p.m.

I. Public Comments

1. Jennifer McCullough, President, Fairfax County Public Library Employees' Association

II. Minutes

Accepted motion to approve May 2014 minutes, as amended.

III. FY2015 Election of Officers

Accepted motion to approve election of officers for FY2015 to the Board of Trustees – Charles Fegan as Chairman; Karrie Delaney as Vice Chairman; Michael Donovan as Library Foundation Liaison

IV. Chairman's Report

The Chairman reported on the following:

BOT Committee appointments – Michael Donovan appointed to the Budget Committee; Priscille Dando appointed to the Planning Committee and the Ad Hoc Communication and Evaluation Subcommittee.

V. Committee Reports

- A. Library Foundation – Mr. Fegan reports the quarterly meeting was held on June 10, 2014. New board members were elected. New Scholarship committee was established. The Foundation is sponsoring six summer reading programs as well as sponsoring additional programs in October 2014 at various branches. Reminded all to save the date for the Library Jubilee of Saturday, October 18, 2014 from 5p – 8pm at the City of Fairfax Regional Library. Tickets can be obtained through the Library Foundation.
- B. Ad Hoc Communications and Evaluation Committee – Ms. Delaney thanked the public for attending the meeting held June 3, 2014 at Oakton Library. Two key items were 1. to add a third Trustee and members of the community to this committee; and 2. to consider an independent firm to create and conduct the survey or have library staff involved to facilitate the process. The committee requests the Board seek formal process for an independent firm to design and conduct the survey. Ms. Delaney added that any public distrust of the Beta Plan is not evidence of staff's inability or motive. We need to consider that branch staff, administrative staff and board members is indeed invested in this process. Ms. Delaney would personally support spending a reasonable amount of money on this process with a commitment that we continue with the strategic plan. Ms. Dando also concerned with the delay in hiring which has a tremendous impact on some branches. Urge to make hiring CSA's a priority.
- C. Ad Hoc Floating and Discards Committee – Ms. Clements reports committee met and followed up using the timeline document. Floating process is a work in progress. Transfer Focus Group is meeting monthly to review technical operations and review and improve rebalancing materials. Some transfers issues need to be worked out. It was recommended that communications between the branches and Tech Ops is monitored by the Transfer Focus Groups. Asked Mr. Clay to explore opportunities to transfer useable items to other library systems in Virginia. Recommended the FCPL policy should reflect the Friends Groups are responsible for the disposition of books. Motion to

accept the Report from the Ad Hoc Floating and Discards Committee Meeting held June 4, 2014 was moved and accepted.

Ms. Koplitz asked Library administration for a report of the ongoing book sales proceeds from the Friends Groups and what each group contributed to the library 2010 through 2013.

Mr. Heinrichs pointed out the document which lists \$266,000 went directly to the library in 2013. There was agreement that the library should work with Friends Groups to get money. Also agreement that we should not rush this process, we need a strong plan going forward. Mr. Heinrichs thinks the strategic plan contained good objectives and many key issues are untouched. Mr. Clay advised the Friends funds are public also will provide cost estimates at July board meeting.

Ms. Clements asked about scheduling a board retreat. Chair Fegan advised that could be considered but we do have to have a definite scope of work.

- D. Personnel Committee – Ms. Koplitz reported the committee met on May 27, 2014. Staff shared concerns. Burning issues are under -staffing in branches, open Circ Aide positions need priority, delays in filling positions, lateral transfers and unfilled Youth Services Materials position. Need more full-time positions. Smoldering issues are low staff morale, succession planning. Some new procedures are labor intensive and with less staff. Cannot make recommendation until more information is obtained.

The Library Director reported on the following:

- A. Financial Issues
1. FY2014 ends on June 30, 2014.
 2. FY2016, potential budget reductions.
 3. Ongoing Book Sales: Change in Division Rate – agreed that Friends Groups will receive 65% and the library will receive 35%, effective Sept or October 2014.
- B. Capital Issues
1. Woodrow Wilson Library Update – Ms Clements advises the mini library has come alive. Librarians are adapting.
 2. Reston Regional Library – no movement; John Marshall Library coming along
 3. Pohick Regional Library: Temporary Library – Friends Group pleased with the progress.
 4. Tysons Library Proffer – is 19,500 square feet close to the METRO Station. Tentative public hearing scheduled for September 2014. Library is important to this development.
 5. Facilities Update for May 2014.
- C. Personnel Issues
1. Status of Branch Vacancies – Merit – will provide thorough report by class at July meeting.
 2. County of Fairfax Evaluation Process – is a Yes or No evaluation. County-wide evaluations due July 1, 2014.
- D. Branch Manager’s Report on Empty Shelving.
- E. Mount Vernon At Home - Accepted motion to approve extending the 12 month Short Term Lease effective September 1, 2014
- F. City of Fairfax Regional Library Music Collection – email from Tina Cunningham, former branch manager at City of Fairfax Regional Library.
- G. Little Free Library Idea for Mayor Seaman Memorial – the library is participating in the planning.

- H. Providing Library Space to Community-Based Organizations Who Provide Services to Fairfax County 50+ Population – Linda Schlekau, Branch Manager, Burke Centre Library, represents the system.
- I. Community Survey for FCPS Strategic Plan.
- J. Comprise Update – started June 10 at Herndon Fortnightly Library, very pleased.
- K. Holds Label – are self-adhesive labels. Sample provided.
- L. Self-Check – Replacement - has outlived its lifetime and will be replaced.

Consideration Item – Discussion regarding the use of ‘boisterous behavior’ and the word ‘eating’. After further discussion, Chairman Fegan made a motion to approve Action Item – Code of Conduct for Fairfax County Public Library, as amended, to replace ‘boisterous’ with ‘disruptive’ and the word ‘eating’ removed at this time and Library Administration to rewrite and provide alternative language to be discussed at the July 2014 board meeting. The ayes have it and the motion passed.

Roundtable

Mr. Heinrichs – the Board and the committee have significant tasks ahead. Glad to hear from tonight’s speakers and noticed that most were from a specific part of the County. The challenge is to have involved from all districts and areas of the County.

Ms. Koplitz – toured Tech Ops Open House and heard some interesting comments and questions. Staff is hard-working and dedicated. Also toured Access Services at the Government Center. The services are invaluable and staff is hard-working.

Ms. Delaney – thanked board for appointment as Vice Chairman. Recommends all come out to Touch-A-Truck on June 14, 2014 at Chantilly Regional Library.

Ms. Dando – thanked Centreville branch staff for working through collections management.

Ms. Clements – congratulations to new board officers. Thank you to the Floating and Discards committee. Thanked Mr. Clay and Library Administration for the support. Thanked Liz Rhodes, Chris La Marca and Rebecca.

Dr. Sirh – congratulations to new board officers. Have heard all comments and recommendations. We have the best library system in the country and are doing our best to work together with our patrons.

Mr. Donovan – does not like the tone of many of the emails he has received. He asks that everyone please be civil.

Mr. Fegan – the Board has worked with trust and collegiality. Wishes the community realizes that Library Administration works hard and deserves respect. As Chairman, Mr. Fegan will hear all sides, everyone deserves to be heard. Thanked tonight’s speakers. Asks that we all work together going forward.

Chairman Fegan adjourned the meeting at 8:45 p.m.

Members Present

Sam Clay
Charles Fegan
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

Michael Cutrone
Kristin Cabral
Will Jasper

Approved:

Charles Fegan, Chairman
FCPL, Board of Trustees