

FAIRFAX COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
October 8, 2014

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

Special Presentation – Friends’ Choice Awards honorees were recognized.

Special Presentation – Board of Trustee Kristin Cabral resigns. Chair Fegan presented Ms. Cabral with a plaque for her years of service on the Library Board of Trustees.

Public Comments

- I. John Ball, President, Friends of Tysons-Pimmit Regional Library
- II. Minutes - Accepted motion to approve the minutes of the July 2014 and September 2014 board meetings.
- III. **CHAIR’S REPORT**
 - A. Meeting with the Board of Supervisors
 - B. Staff Day – was an overwhelming success. Acknowledged participation of several Board of Trustees members. Would like to make it an annual affair.
 - C. Chair Fegan reports he met with Chairman Bulova. Back in good graces of BOS thanks to work of the BOT, Mr. Jasper who chaired the board last year.
- IV. **COMMITTEE REPORTS**
 - A. Library Foundation – Michael Donovan – 75th Celebration Library Jubilee to be held on Saturday, October 18, 5:30pm at City of Fairfax Regional Library. Encourages everyone to participate.
 - B. Budget Committee – Michael Donovan – meeting held October 8, 2014 – after discussion by the committee, a **motion to accept the FY2016 Budget Reduction Proposal submitted by Fairfax County Public Library Administration was approved.**
 - C. Ad Hoc Communication and Evaluation Committee – Karrie Delaney (Attachment 1, pg. 1) – at the September 5, 2014 meeting, with the help of a County Facilitator, the committee was able to outline a scope of work as part of the procurement process to look at available vendors. The scope of work will be placed online for the public’s review and to receive feedback. The committee will re-convene in the future to review the scope of work.
 - D. FCPL Director Selection Committee – Karrie Delaney – meeting held September 22, 2014 – please by show of support from Chairman Bulova. A briefing by County Human Resources on parameters the Committee must operate as well as establish a time-line. Goals set are to schedule outreach meetings across the community. Will meet next week with the Deputy County Executive and Office of Public Affairs to discuss strategy to reach a diverse population for their feedback. The committee will re-convene to roll out that portion of public feedback. Will work together to create a job description, advertisements and begin the search process early Spring 2015.

V. **The Library Director reported on the following:**

- A. Financial Issues
 - 1. FY2015 Budget Status – no changes.
 - 2. FY2016 Budget Discussions – proposal approved tonight.
 - 3. FY2016 Budget Requirements for Fund 30030, Library Construction – some projects the BOT wanted are now on the list. One being a new library in Kingstowne as well as a library in the Mosaic District in Merrifield.
 - 4. Revenue Splitting for On-Going Book Sale Proceeds – Friends have split 50/50 due to staff involvement. After discussions, percentage adjustments was made and will be effective in the next few months.
 - 5. Approved State Aid Budget FY2015
- B. Capital Issues
 - 1. Woodrow Wilson Library – Update – Ms. Clements reports library will be really nice. Lovely meeting room, 110 square feet room for the Friends, very green. Supervisor Gross was very pleased.
 - 2. Reston Regional Library and John Marshall Library – Update – no scheduled renovation start dates.
 - 3. Pohick Regional Library: Temporary Library – Update – renovation scheduled to begin in July 2015. Tysons-Pimmit – renovation scheduled to begin January 2016.
 - 4. Facilities Update – September 6 – 19, 2014
- C. Technology Issues
 - 1. Comprise Status – October 8, 2014 – kiosks being placed in the branches. Good public acceptance.
 - 2. Self-Checkout RFP Status – October 8, 2014 – contract expires October 30, 2014. In process of acquiring a new contract. Will provide update at November board meeting.
- D. Exceptions to Competitive Procurement Requirements – not required to bid on purchase of books.
- E. Approved 2015 Holiday Schedule – Fairfax County
- F. Approved 2015 Holiday Schedule – Library Branches – Ms. Levy proposes the library is closed December 26 and 27, 2015. Would allow staff a three day weekend. Mr. Clay advises the BOS would make the determination and Mr. Clay would make the request and report at next month’s board meeting. There was board consensus for Mr. Clay to make the request.
- G. Updated and New Start Date for Collection Transfer Procedures
- H. Agenda for Friends Forum
- I. Early Literacy Outreach Visits – September 2014
- J. Changing Lives Through Literature Recidivism – June 2014 – Chair Fegan asked if this could be a pilot program for the Library?
- K. Friends Space - Update
- L. Monthly Statistical Snapshot

Director Clay added that it was an incredible Summer Reading Program. Thanked the Friends for making it happen. George Mason was a \$42,500 supporter, Kings Park was a \$7,500 supporter, the Fairfax Library Foundation was a \$17,000 supporter, in addition to smaller amounts from the Friends groups. Acknowledged it could not have been such a rich program without the Friends groups’ support.

VI. Consideration Item: None

VII. Action Item: Approval of FY2016 Budget Submission - **motion to accept the FY2016 Budget Reduction Proposal submitted by Fairfax County Public Library Administration was approved.**

Roundtable

Ms. Levy – thanked Library Director for adding page numbers to the agenda.

Dr. Sirh – wonderful Friends Choice Awards. Appreciated the well-written letter Chair Fegan submitted to Chairman Bulova.

Ms. Clements – Kudos to Friends Choice Awards recipients. Attended the Friends Forum where it was good to hear about the advocacy program presented. Will need advocacy for the budget process. Thanked Mr. Clay for Friend's space. Looking forward to Woodrow Wilson Library open next Spring.

Ms. Delaney – congratulations and thank you to all Friends Groups. Regarding approved budget recommendation, asks should we choose our wording carefully. If we justify it by saying the use technology can ease our burden, she fears it would make it difficult for us to reinstate those positions if we've been on the record saying technology has, essentially, replaced them. We should be honest, forthright and thorough with our answer. Enjoyed attending Staff Day. Asked about the custom cartoon. Mr. Clay advises it will be put in Your 411.

Mr. Jasper – congratulations to and thanked the Friends groups awardees. Congratulations to Ms. Cabral on her new position, she will be missed. Added some things will be irreplaceable due to cuts and hopes we make the case regarding the budget.

Ms. Koplitz – congratulated the Friends who were recognized tonight who put in many hours helping everyone. Special shout out to George Mason for donating to the Summer Reading Program. Will miss Ms. Cabral who was an asset to the BOT. Thanked the Staff Day Committee for a wonderful day.

Mr. Donovan – congratulations to Friends recipients and thank you to the host, Chair Fegan. Looks forward to continuing to support the BOT and the Library as we move forward with the budget process.

Chair Fegan gave a special shout out to the BOT. Many don't realize the hard work the Trustees do and congratulated them for all they do. Congratulated Ms. Cabral on her appointment.

Chair Fegan adjourned the meeting at 8:15 p.m.

Members Present

Sam Clay
Charles Fegan
Will Jasper
Liz Clements
Michael Donovan
Karrie Delaney
Dr. Joseph Sirh
Peggy Koplitz
Suzanne Levy

Members Absent

Priscille Dando
Michael Cutrone
Don Heinrichs

Respectfully Submitted:

Approved:

Edwin S. Clay III
Library Director

Charles Fegan, Chairman
FCPL, Board of Trustees