

FAIRFAX COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
March 11, 2015

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

I. **Public Comments**

Jennifer McCullough, President, Fairfax County Public Library Employees' Association
Kathy Kaplan

II. **Minutes** – motion accepted to approve the February 2015 minutes.

III. **Chair's Report** – Chair Fegan thank the two speakers for their comments. Chair pointed out the important tasks undertaken by the various board committees: Karrie Delaney on the Director Search Committee; Priscille Dando on the Survey Committee; Liz Clements working with the Friends Groups and Michael Donovan on the Budget Committee.

Board retreat tentatively scheduled for Saturday, May 2, 2015 at Chantilly Regional Library. One issue of discussion will be the budget. Interested in hearing from a representative of the Fairfax County Attorney's office regarding the library board's responsibilities. Would also like to hear from an individual who may have served on a private board.

Woodrow Wilson re-opening scheduled for Saturday, March 21, 2015.

Budget Public Hearings are April 7, 2015 at 4:00 p.m., Government Center Board Auditorium

Star Volunteers Awards will be on Wednesday, April 8, 2015, George Mason Regional Library

The budget presented by the County Executive has a spot for personnel adjustments. Chair feels we will have a hard time getting anything in the budget. Chair Fegan stated the library board did not vote on the budget that took into account the loss of positions. It should be noted that these slots were not filled. It was felt that this was the least harmful way and that no one holding a position would be rified. Chair pointed out that the Library Director is employed by the Library Board of Trustees but, administratively, he reports to the Deputy County Executive, ultimately the County Executive. While at times we all may not agree, we must understand the position of the incumbent Library Director. Tonight will we receive a report on the job description for the new library director.

Chair Fegan reported that Peggy Koplitz resigned from the board. Chair Fegan asked Ms. Koplitz to remain on the Director Search Committee, which she agreed to. He has the greatest respect and admiration for Ms. Koplitz.

Mr. Cutrone requested a report from the County Attorney's office regarding the library board's responsibilities prior to a proposed presentation at the proposed board retreat. Mr.

Clay advised Mr. Cutrone that the document has been provided and will be distributed again.

IV. **Committee Reports**

- A. Library Foundation – Michael Donovan – no report.
- B. Budget Committee – Michael Donovan – no report.
- C. Memorandum of Understanding Committee – Mr. Donovan reports continue to update the MOU. The committee has created a chart outline responsibilities of both parties. The chart will be reviewed by library administration. Once approved, Mr. Donovan has offered to meet with each Friends Group to discuss the chart. Chair Fegan thanked Mr. Donovan for his hard work.
- D. Planning Committee – Priscille Dando – no report.
- E. FCPL Director Search Committee – Karrie Delaney – meeting scheduled for Monday, March 16, 2015 at 11:00 am in room 232 at the Government Center and at that point a final draft of the job description will be produced. Plan to present information at the April 8, 2015 board of trustees meeting. 1200 people have completed survey regarding library director search.
- F. Privacy Committee – Suzanne Levy – the March 11, 2015 scheduled committee meeting was cancelled due to scheduling conflicts. Ms. Levy presented Ms. Dando’s report regarding the options listed on Attachment 2, Page 3. Ms. Dando’s report reads: *“I believe this issue speaks to the integrity of FCPL. As an institution supporting our democracy, it is critical that FCPL have a policy that is supported in practice. I believe that FCPL considers privacy a core value. As such the outcome must be that privacy is protected, even if it isn't the most convenient process. I believe we can balance the needs of staff and successfully protect privacy with option 3 and encourage a test period. I also support a motion for the board to consider adopting ALA's privacy policy.”* Ms. Levy moved to adopt Option #3 of the Privacy Options for Holds Labels, entails moving the label, develop a testing program with the county warehouse and library staff, place the current label over page end of book, test the process, strength of label, etc., capturing staff time. Holds would be placed on the shelves, spine down. After board discussion, there was a vote of 4 aye, 4 abstain, 0 no. The motion carried.

V. **Director’s Report**

- FY 2015 Third Quarter Budget Review –
- FY 2016 Fairfax County Advertised Budget Plan –
- Important Budget Dates – no additional info to report

Friends Forum – all items on the agenda were covered; at this time the next Friends Forum date has not been selected.

FCPL/FCPS Opportunity – Priscille has been working with Ted Kavich, FCPL’s Manager of Program and Educational Services, on additional ways to bring together FCPS and FCPL staff.

John Marshall Library Renovation – The John Marshall renovation is moving forward. At this time, construction is anticipated to be June 2016 - Oct. 2017.

Pohick Regional Update – The tentative closing date for Pohick has been moved back slightly. The approximate closing date is now Sept. 5. The permitting process is taking longer than originally anticipated.

Tysons-Pimmit Renovation – Tysons-Pimmit is on track for a late fall closing.

- a. Location for temporary library – the county leasing office is exploring a few temporary locations that are within 2 miles of the library. In the next few weeks, we will know if the possible spaces are suitable. A decision on a temporary location will need to be made in the next couple of months.
- b. Response to John Ball – Tysons Friends president John Ball has been exploring options related to Friends space. You will find the response from County Facilities on pages 27 and 28.

Mr. Cutrone requested a report detailing how the \$25,000 donation from the Friends of the Reston Regional Library was allocated. Mr. Clay will provide the information at the April board meeting.

Reston Regional Update – There is no new information on the Reston Regional Library renovation. The RFP for this area should be available soon.

Other – handed out tonight: Doug Miller has prepared an analysis on the Institute of Museum and Library Services (IMLS) recent report as it relates to FCPL.

VI. Roundtable

Mr. Cutrone – the issue regarding the holds privacy labels is an important issue for the library.

Mr. Donovan – no comment.

Mr. Heinrichs – no comment.

Ms. Delaney – looking forward to discussing the role of the library board at the retreat. She understood the board's primary objective was to set policy and library administration executes that policy. As we move forward, focusing on these types of decisions, it will be helpful to look more closely at these policies. She believes looking at ALA policies will help the board make more definitive decisions.

Mr. Jasper – is looking forward to the retreat to specifically discuss library board demarcation.

Ms. Clements – noted Ms. Dando working with the school system is very important. Looking forward to the board retreat. Likes the idea of Mr. Donovan willing to meet with each Friends Group. Looking forward to the re-opening of Woodrow Wilson Library.

Mr. Sirh – no comment

Ms. Levy – mentioned David Baldacci speaking in Sarasota, FL. Asked if elevator is working at Fairfax City Regional Library. It is working. Ms. Levy read the names of employees who

received recognition from the County for long-term service: 40 years – Charles Keener and Mary Rezzardy-White; 35 years - Odessa Sickles, Saraswati Singh; 30 years – Kathy Hoffman and Melanie Quinn and 25 years – Wendy Walker, Amy Wetherbee, Robert Bartholomew, Thomasina Cason, Linda Prante, Nancy Flynn, Margaret Bercher.

Chair Fegan adjourned the meeting at 8:00p.m.

Members Present

Sam Clay
Charles Fegan
Karrie Delaney
Liz Clements
Will Jasper
Michael Donovan
Don Heinrichs
Dr. Joseph Sirh
Suzanne Levy
Michael Cutrone

Members Absent

Priscille Dando
Peggy Koplitz
Darren Ewing

Respectfully Submitted:

Approved:

Edwin S. Clay III
Library Director

Charles Fegan, Chairman
FCPL, Board of Trustees