

FAIRFAX COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
September 9, 2015

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

Public Comments

1. Jennifer McCullough, President, Fairfax County Public Library Employees' Association
2. Peter Bastone, President, Friends of the Kingstowne Library
3. Michael Miller, Friends of the Kingstowne Library
4. Vera Finberg, President, Friends of the Virginia Room

Minutes - Motion passed to approve the July 2015 board minutes, as amended. Mr. Heinrichs abstained.

Chair's Report – Has spoken with the Ms. Delaney, Finance Committee Chair, who will set a date for a budget committee meeting.

Library staff and County Contract staff were a tremendous help getting the contract through for the library survey.

MOU committee has been reviewing with the County Attorney the potential wording for the MOU. Final steps are a few months away.

At the October 2015 meeting, Chair will appoint an ad hoc committee to review the Board of Trustees' relationship with the Library of Virginia.

Committee Reports

- A. Finance Committee – Karrie Delaney – an October 2015 budget workshop with all Board of Trustees will be scheduled. Awaiting approval from the September 22, 2015 meeting of the Board of Supervisors for the carryover submission completed July 2015. FCPL was directed to save \$197,516 of which \$98,758 will be retained for employee development. A request for \$370,560 to support the purchase of loose furniture and equipment for Pohick Library renovation, slated to reopen early 2017. The encumbered carryover for the FY2015 budget was \$2,160,125 with a closing balance of \$39,606 in personnel services, and \$507,463 in operating expenditures. However, the \$469,318 that was indicated and requested for Pohick will be applied to that resulting in a \$38,145 balance in operating expenditures.
- B. Planning Committee – Priscille Dando – RFP concluded, notice of award approved. Contract awarded to Futterman and Associates. Outline of expenditures is broken down with optional aspects to the proposal. Awaiting issuance of a Purchase Order. Once received, will establish a task group to work with the Planning Committee to determine first meeting with the vendor. Thanked Don Heinrichs, Melanie Quinn, Doug Miller, Andrew Pendergrass, and Kristi Varda.
- C. Ad Hoc MOU Committee – Miriam Smolen - continue to learn the history of the MOU and the Friends Groups and will look at all issues raised by various Fairfax County departments. Will meet with the County Attorney and will ask about indemnification as mentioned in the public comments. Will meet with the Friends Groups in the coming months to resolve this issue.

Chair Fegan moved that the Board of Trustees send a letter thanking the Fairfax County Human Resources employees, Ms. Nhu-An White and Ms. Sherry Rowe, and the letter to be placed in their personnel file. The motion was seconded and it carried by unanimous vote.

Chair Fegan invited Deputy County Executive David Molchany and County Human Resources representatives, Ms. Nhu-An White and Ms. Sherry Rowe, to join the Library Board of Trustees in executive session.

Executive Session - Vice Chair Delaney moved that the Board recess and go into closed session for discussion and consideration of matters enumerated in Virginia Code Section 2.2-3711 and listed in the agenda for this meeting as follows:

Discussion or consideration of personnel matters pursuant to Virginia Code 2.2-3711(A)(1).

The motion was seconded and it carried by unanimous vote.

Vice Chair Delaney moved that the Board certify that, to the best of its knowledge, only public business matters lawfully exempted from open meeting requirements and only such public business matters as were identified in the motion by which closed session was convened were heard, discussed, or considered by the Board during the closed session.

The motion was seconded and it carried by unanimous vote.

Roundtable

Ms. Levy – City of Fairfax Regional Library staff advised the holds process was easier than they thought it would be and that they have received no complaints regarding the new holds procedure. Asks that the process be given a fair shot. There is a new park across the street from the library and staff is now doing children's programs called Tuesday Mornings in the Park. A nice community outreach for the branch. At last month's board meeting, comments were made about the library branches having baskets of free books and requesting City of Fairfax Regional Library to do the same. The Friends of the City of Fairfax Regional Library have been doing that. Other branches may be doing it. Ms. Levy asked what is our policy for responding to questions asked during the Public Comments section? Chair Fegan advised for the most part, library staff addresses matters that need to be addressed. Ms. Levy emphasized the need to respond to public comments made regarding Kingstowne Library.

Ms. Levy moved that the Board prepare a letter of condolence to the family of Risa Yamamoto, former staff member at Martha Washington Library. The motion was seconded and it carried by unanimous vote.

Ms. Levy asked that when a library branch staff member passes away, that the assigned Board of Trustee is notified in order to offer condolences to library staff.

Reports that Former Deputy Director Ms. Pat Pained passed away this summer in Portland, ME.

Ms. Millhouser – Thomas Jefferson Library reports no complaints regarding the new holds procedure. At last month's meeting public comments were made about there not being a debate among the candidates in the Mason District Democratic Primary. Ms. Millhouser contacted her Supervisor who contacted her.

Ms. Millhouser moved that the Board prepare a letter of condolence to the family of John Kiefman, former library staff member. The motion was seconded and it carried by unanimous vote.

Mr. Ewing – no comment.

Dr. Sirh – no comment.

Mr. Jasper – the Library Jubilee is scheduled for October 17, 2015 5:00pm – 8:30pm at the Woodrow Wilson Library. Chair Fegan would like to see the Board of Trustees become more involved.

Ms. Dando – Acknowledged and thanked the Kingstowne Library branch for rising to unusual circumstances over and over again. Witnessed disruption in services and after a few days, she can still feel the humidity in the air. Health is an extreme concern. Fairfax County Facilities Management Department has responded in a fairly timely manner. Very unfortunate that there was a long period of time where there was no discovery of the water incident that happened over the Labor Day weekend. The situation is critical, and with a variety of reasons, keeps occurring. We should have a caring culture in the system to support staff members who go above and beyond their daily responsibilities and still provide services to their patrons. Ms. Dando moved that library staff seek a solution and what steps are being taken and to report to the Board of Trustees at the October 14, 2015 meeting. The motion was seconded and it carried by unanimous vote. Has been enjoying the Facebook page communication from the Friends of the Richard Byrd Library promoting Tux, inflatable penguin travelling around the County. The Facebook page is promoting summer programs at Richard Byrd Library. This is the kind of public relations and communication that should be duplicated across the board. It was fun, whimsical, creative and highlighted patrons and students. An intern was recognized at the end of the summer.

Ms. Delaney – no comment.

Mr. Heinrichs – supports the motion for Kingstowne Library. Requested a copy of the Board of Trustees Committee Assignment list.

Ms. Smolen – no comment.

Mr. Donovan – no comment.

Chair Fegan adjourned the meeting at 9:15 pm.

Members Present

Sam Clay
Charles Fegan
Karrie Delaney
Will Jasper
Darren Ewing
Priscille Dando
Michael Cutrone
Fran Millhouser
Suzanne Levy
Dr. Joseph Sirh
Miriam Smolen
Michael Donovan

Members Absent

Michael Cutrone

Respectfully Submitted:

Edwin S. Clay III
Library Director

Approved:

Charles Fegan, Chairman
FCPL, Board of Trustees