

**FAIRFAX COUNTY PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES
March 9, 2016**

Chair Charles Fegan called the meeting to order at 7:00 P.M.

FY 2017 Budget Presentation by Joe Mondoro.

I. Public Comment:

- 1. Public Comment:** Deb Smith-Cohen, President, Fairfax County Public Library Employees' Association. (Attached.)

Chair Fegan thanked Mrs. Smith-Cohen and introduced the next speaker.

- 2. Public Comment:** Kathy Kaplan, Fairfax Library Advocates (Attached.)

Chair Fegan thanked Mrs. Kaplan.

- II. Minutes:** A motion to approve the Minutes of the February 2016 meeting as submitted was accepted.

III. Chair's Report

Opening Remarks: Chair Fegan thanked Mr. Mondoro for his excellent presentation as well as for his assistance with the library in the past. Chair Fegan and Mrs. Delaney attended the Lines of Business presentation by library staff to the Board of Supervisors (BOS) on Friday, March 4. He was impressed with the work that staff had done and the manner of the presentation. Chair Fegan learned that some of the line items of the budget don't necessarily reflect the category in which they are listed. Some Supply expenses were really part of the Collection expenditures. The overtime line was mostly payout for employees leaving the system and being paid for their accrued leave.

The closing date for applicants for the Director position is Friday, March 11, at 5:00 P.M. Hopefully, this search will find a number of applicants who fulfill the desired requirements. Phone interviews will then be conducted to reduce that number. After Easter, the Board should be able to interview the final two or three applicants. It is the responsibility of the Board to choose the Director. Chair Fegan asked the Board to reserve Saturday, April 2 and 9, 2016 for meeting with prospective candidates. The Department of Human Resources must contact the out-of-town applicants to see when they are available to interview.

Vice Chair Delaney and Chair Fegan will meet to get an overview of the Reston construction project. Deputy Molchany will schedule a workshop on this project at a later date. This project is very important to the community and will result in a beautiful library.

Chair Fegan stressed the role of the Board to determine policy and not to be involved in administration. The Board and Administration have worked hard to put the Beta plan in the past. The best advice is for staff to sound things out with Administration and let Administration determine if Board action is necessary.

Chair Fegan directed the board to give the new Director some space and let him or her run the library. Chair Fegan will be speaking before the Board of Supervisors on Thursday, April 7, 2016, at about 1:00 P.M. He will present the budget message to them. At this time, it appears there will not be too much give in the proposed budget.

Chair Fegan hopes to present a hold-the-line budget pending the completion of the outreach survey, which will lead to a new strategic plan. This will be given to the new Director who will work for the Library Board of Trustees. Chair Fegan would like to hold open the library's ability to resubmit the budget carryover when there is a strategic plan in place and specify individual items that are necessary.

Director Sam Clay will be officially retiring after over 30 years of library service. The system has grown and flourished under his administration. Chair Fegan has had the privilege of working with him for many years. Chair Fegan regrets that Mr. Clay does not wish to have a farewell program, and recently contacted him by email and asked him, once again, to please consider having a tribute. Mr. Clay replied that he does not wish for one; therefore, the Board will honor his request. Chair Fegan asked the board to pass a very strong resolution for Mr. Clay's long and successful tenure with the Library. The Public Relations committee will find a way to pay tribute to Mr. Clay.

IV. Committee Reports:

A. Library Foundation: Mr. Jasper: First, the 2015 Annual Report of the Library Foundation has been distributed. It is also available on the website at: www.FairfaxLibraryFoundation.org. If you would like a hard copy, Mr. Jasper will get one to you.

Mr. Jasper asked the Board to save the date for the Barnes and Noble Book Fair on Saturday, April 30, 2016 from 11:00 A.M. to 5:00 P.M. in Fair Lakes. Ten percent of purchases at the store or online from April 30 to May 4 will go to the Library Foundation. Foundation staff and Board Members will be on hand during the event. We are looking forward to having other sponsorship opportunities with Barnes and Noble in the future.

A second save the date is for the Library Jubilee on October 15, 2016, at the Dolley Madison Library. There are still sponsorship opportunities available for the Library Jubilee. If anyone knows of companies who would like to become sponsors, let the Foundation know so they can follow up on the opportunity. Chair Fegan added that individuals could also be sponsors.

B. Finance Committee: Mrs. Delaney: There are no specific updates from the committee, but Mrs. Delaney wanted to take the opportunity to note that she attended the Lines of Business (LOB) last week and reported that Jane Goodwin, Katie Strotman, and Melanie Quinn made an excellent presentation. Library Administration received some great feedback and questions from the Board of Supervisors. All of the information will be very useful as the Library and Board work on identifying their priorities.

C. Planning Committee: Chair Fegan reported for Mrs. Dando: The planning committee will have three upcoming forums on March 19, from 10:00 A.M. to 11:30 A.M., at the George Mason Regional Library; on Tuesday, April 12, from 7:30 P.M. to 8:30 P.M.,

at the Chantilly Regional Library; and on Tuesday, April 14, from 7:30 P.M. to 9:00 P.M., at the Kings Park Library.

Mrs. Millhouser received emails from CIVICTechnologies to follow up with stakeholder contacts. CIVICTechnologies is notifying people who are going to be interviewed. Mrs. Janega asked if the board members could attend the community forums and Chair Fegan said, yes, because they are members of the community. The community forums are open to all individuals. The focus groups are going to be identified specifically. The Board would like to get input from the entire community. There are specific questions that will be asked in the focus groups and the Board of Trustees will also be sending these questions to the Board of Supervisors. Priscille is doing an outstanding job with this committee. Mrs. Levy asked if they would want at least one member to attend the focus groups and Chair Fegan said, no.

D. Ad Hoc MOU Committee: Mrs. Smolen: There is no report. Now that Christine Jones has been appointed Deputy Director, Mrs. Smolen is looking forward to getting started with this committee.

E. Publicity Committee: Mrs. Millhouser: Mrs. Janega and Mrs. Millhouser met and reviewed the Board manual. They found that they are responsible for internal and external communications issues and efforts of the Library Board of Trustees. They will develop guidelines and share those guidelines with the Vice Chair and Chair next week via email.

The second charge was to find a gift for Mr. Clay. Mrs. Millhouser thanked Jane Goodwin for sending links to catalogs. There are many options and suggestions will be collected to decide upon a gift to purchase. Chair Fegan said the gift would need to be paid for by the Board of Trustees as Fairfax County does not provide resources for gifts.

Chair Fegan congratulated Christine Jones on behalf of the entire board on her selection as the new Deputy Director. He also thanked Mrs. Goodwin and Deputy Molchany for all of their work with the Lines of Business.

Chair Fegan announced that the Board was to present a plaque to Mr. Heinrichs to honor him for his services. Chair Fegan said that while Mr. Heinrichs would not be able to be present this evening, he hopes to attend the next board meeting to receive the plaque and to thank the Board members for their support while he was a member. Chair Fegan noted that he was appreciative of all the sacrifices that Mr. Heinrichs had made in order to attend the meetings while he was on the Board. He extended his appreciation and thanks to all of the current board members who make sacrifices to participate on the board.

Chair Fegan noted that there will be a small reception before April Library Board of Trustees meeting when library volunteers will be honored. Delegate Mark Sickles will preside over the volunteer awards presentations.

V. Director's Report: The Executive Summary was given by Deputy Dave Molchany.

A. Executive Summary

1. Library Lines of Business (LOB) Presentation:

Deputy Molchany extended his thanks to Mrs. Strotman and Mrs. Quinn for their outstanding job with the LOB. He highlighted that the Board of Supervisors focused on the usage of the library and how the materials and programs were being utilized. He stated that they were interested in the continuum of services from early childhood through 55 years-of-age-and-older services. Deputy Molchany reported that the Board was interested in library partnerships, especially with the schools. Additionally, they were interested in the survey and its future uses. Deputy Molchany commented on the questions asked by the Board about the LOB presentation.

He recommended that everyone view the Library LOB presentation by looking on the County web site for the icon for the LOB process, finding the Library on the schedule, and then clicking on the presentation. He said the Library LOB presentation was excellent and he encouraged the Board of Trustees to look through it. He concluded that the Board of Supervisors was pleased with the Library LOB presentation.

2. Deputy Director:

Deputy Molchany: Everyone already knows that Christine Jones is the new Deputy Director and will start on March 21, 2016. We had a really good interview process with great candidates and the interviews went well.

3. NOVA Teen Book Festival:

Deputy Molchany: Fairfax County Public Library was proud to co-sponsor the third annual Northern Virginia Teen Book Festival on Saturday, March 5, at Washington and Lee High School in Arlington. More than 500 teens and adults attended author panels, Question and Answer sessions, and book signings. Over 20 young-adult fiction authors spoke about their work and interacted with fans.

On the Friday preceding the festival, authors spoke to groups of students in schools in Fairfax County, Arlington, Falls Church, Alexandria and marketed the festival through those talks. In addition to Fairfax County Public Library, sponsors included One More Page Books, Arlington County Library, Fall for the Book, Loudoun County Library, and DC Public Library. The festival keeps growing and improving and it was a good partnership for FCPL.

4. Update on Renovations:

Pohick Regional Library renovation is progressing as planned. It was originally scheduled to reopen in the spring of 2017, but it might be ready to reopen late this fall.

The Tysons-Pimmit Regional Library is now closed. It closed on January 31, and the temporary library is expected to open next Monday. The hours for the temporary library are 10:00 A.M. to 6:00 P.M. Monday through Friday and 9:00 A.M. to 1:00 P.M. on Saturday. Dolley Madison is offering additional hours during the renovation period.

John Marshall library renovation is expected to begin in early 2017 and we will give you more information on that project when we receive it. Deputy Molchany and Mrs. Goodwin met with the Planning and Development Department and they will schedule a date for either a regular meeting or special meeting in order to talk about the Reston Library plan.

VII. Consideration Items: None

VIII. Action Items: None

IX. Roundtable:

Chair Fegan: Chair Fegan asked the Board to think about Deputy Molchany's option of having a special meeting or a regular meeting to present the information about the Reston Library and asked the Board to email him their preference so that he can gather a consensus.

Mr. Donovan: No questions or reports.

Mrs. Millhouser: How are the organization charts coming along?

Deputy Molchany: There is no report on that, but the Deputy is planning for a simple chart to be displayed on the county website and a more detailed one for the intranet. He will work to get the new organization chart online.

Mrs. Millhouser: Would it be possible to float the books that are boxed up from Tysons-Pimmit? Since libraries don't have branch ownership anymore, maybe this idea could be kept in mind for future closings and the books could float from branch to branch.

Chair Fegan: Good suggestion.

Mrs. Smolen: Thank you to Chair Fegan for attending the Friends Forum and presenting on behalf of the Board of Trustees this coming weekend.

Chair Fegan: The Friends Forum will take place on Sunday, March 13, at 12:30 P.M. at Woodrow Wilson Library.

Mrs. Delaney: Tonight I will congratulate Mrs. Jones. We look forward to having her in her new position.

Mr. Jasper: I second that.

Mrs. Janega: I second the congratulations.

Mr. Ewing: Ditto

Mrs. Levy: I second the congratulations to Mrs. Jones.

Former board member, Mary Peterson, was honored with the Frederick W. Silver Award on Sunday, February 28. It was given in recognition of outstanding community service to the citizens of Fairfax City. Mrs. Peterson, a long-time Democrat, civic leader, and advocate, received the award for many years of leadership and contributions from Mayor Scott Silverthorne, the son of former Mayor Frederick Silverthorne. She was also recognized for her work on the Library Board of Trustees and on the City of Fairfax Regional Library volunteer team. Mary was in Florida and her son, Virginia Senator Chap Peterson, accepted the award on her behalf.

Congratulations to Mary White. She is a 42-year staff member at the City of Fairfax Library. On March 1, the Board of Supervisors honored long-term, women employees of the county. Mary was one of ten employees along with Sue Woodruff, who many of you know from County Human Resources. It was a lovely ceremony and several people came out to cheer for Mary. Jane Goodwin represented the Library Administration. It meant a lot to Mary and it was a very nice ceremony.

Special thanks to Jonathan Lutz who sends an email to each of the board members with a list of the events in their libraries, which is very helpful.

This Saturday there is a talk by James C. Thompson, author of *George Washington's Mulatto Man – Who was Billy Lee* at the City of Fairfax Regional Library.

On Wednesday, March 23, there will be a demonstration of the Universal laser machine by TechShop of DC/Arlington at the City of Fairfax Library. They are very interested in showing off technology to young people.

Mrs. Levy concluded by announcing that Chair Fegan asked her to be on the Planning Committee.

Chair Fegan: Chair Fegan was present at the Library Foundation meeting last Tuesday.

He asked the Finance Committee to be in charge of presenting priority item requests that the Board would like the Library Foundation to fund. He stressed the importance of submitting specific funding requests to the Library Foundation.

Mr. Jasper: Mr. Jasper included that it should not only be a list of requests, but also, a rank order list.

Mrs. Millhouser: Mrs. Millhouser added that this item should be added to establishing a timeline.

Chair Fegan: Mr. Fegan agreed with the importance of the timeline.

Chair Fegan adjourned the meeting at 8:11 P.M.

Members Present

Charles Fegan
Karrie Delaney
Michael Donovan
Darren Ewing
Will Jasper
Sheila Janega
Suzanne Levy
Fran Millhouser
Miriam Smolen

Members Absent

Priscille Dando
Dr. Joseph Sirh

Respectfully Submitted:

Approved:

Jane G. Goodwin
Acting Deputy Director

Charles Fegan, Chairman
FCPL, Board of Trustees

Deb Smith-Cohen
Fairfax County Public Library Employee Association President
Statement to Library Board of Trustees
January 2016

Happy New Year to all. I am Deb Smith-Cohen and I've just become the 2016 President of FCPLEA. I've been with Fairfax County Public Libraries for nearly 10 years and worked in several branches. Currently, I'm the Asst. Branch Manager at Patrick Henry Library in Vienna. I've met many of you before and a few of you have even worked with me! I look forward to learning from and working with all of you.

2016 will mark big changes and opportunities for FCPL. Changes are stressful, but can also be energizing. Like you, library staff were disappointed and anxious on hearing that the search for our new Director could not be concluded as planned. Like you, we are eager for as much information as possible to understand how the new searches for a Deputy Director as well as a Director will be pursued, what timelines exist, and how interim assignments will be made.

Having two regional branches under renovation with the associated distribution of staff from Pohick and (beginning in February) Tysons-Pimmit may create opportunities for branches receiving additional staff (including Patrick Henry). We can benefit from working with "new" colleagues. Experience and ideas can be shared and we can increase our ability to provide programming or outreach to the public. Whenever staff get to interact with different colleagues, either through overtime assignments, program swaps, or networking at committee meetings, especially face to face, we are sure to come away with new energy, new ideas and new insights. Perhaps most importantly, the better we understand not only our own branches but the variety of needs and solutions at other branches, the better we can contribute to the larger success of this library system.

Other issues that are on our minds include, as always, the prospects for an increased budget to allow us to provide more – and more varied -- content in all formats, as well as better services. Staff crave appropriate opportunities to share stories about our current passions and our future dreams for this system. I am reading a book (no surprise) titled *Whoever Tells the Best Story Wins* and finding new insights, some of which will be familiar to you, about how we can get our stories out and heard with the greatest impact.

We are excited about the potential of the Community Survey Project as outlined for you and for branch management staff last month. The chance to participate in this project in multiple ways as staff is much appreciated and will certainly enrich the results and contribute toward the identification of high impact, actionable shifts in our service priorities.

Finally, I want to be sure to follow my predecessor Jennifer McCullough's best advice to me. She said, "Whenever you are interacting with our Trustees, remember that they are volunteers performing a time-consuming service. Their commitment to FCPL is as deep as ours. Always remember to thank them." So: On behalf of FCPLEA, for your time, your commitment, and the chance to share staff insights and concerns with you, I thank you.



STATEMENT TO LIBRARY BOARD, March 9, 2016

We welcome the changes we see in the library with our new assistant librarian and in the county government. Supervisor Jeff McKay now chairs the Budget Committee, a clear indication that a transition on the Board of Supervisors has begun. McKay is a very strong supporter of the library.

County Attorney Bobzien is on his way out after questionable decisions and actions following the John Geer shooting. The county attorney's determination last year regarding the Library Board's duties needs to be revisited. The Library Board and not the library director sets library policy; the library director's job is to implement Library Board policy.

On February 25, Bill Barfield, Fairfax Federation 2nd VP found zero advanced mathematics book at Fairfax Library. Barfield is a mathematician and home schools his kids. During an intense discussion with library staff he was told by them, "If you don't check the books out within 24 months, we are forced to throw them away." According to the FCPL Statistical Snapshot, discards in the first six months of FY16 equal the numbers of discards for entire FY15. We are back up at Beta Plan levels with discards over 300,000 per year. This is unacceptable.

I ask that the Library Board now approve a resolution directing the library staff to institute the 60 month low-demand criteria that is used by all other libraries. Please reject Sam Clay's discredited 24 month low-demand criteria.

The Library Committee has brought a budget resolution to the Fairfax Federation this month that calls for an increase of \$2M and restitution of 14 FTE circulation aide positions. Many of the trustees were not serving then, but in spring 2014, the Library Board requested an additional amount of \$2M to the library budget.

I also ask that the Library Board requests restitution of the library page positions eliminated in 2009 to ease the workload on our library staff.

Kathy Kaplan
Reston