

Minutes  
Friends of the Jefferson-Madison Regional Library  
Gordon Avenue Library Meeting Room  
Thursday, September 20, 2018, 5:30 p.m.

**In attendance:** Anne Hemenway, Tony Townsend, Tim Tolson, Peter McIntosh, Ted Magilley, Melissa Dickens, Libby Carpenter, Sharon Heyka, Nancy Damon, Stephanie Commander, Grier McCain, John Halliday, Peter Manno, Zac Tolson, David Plunkett

**Call to order:** Anne Hemenway called the meeting to order at 5:30 p.m.

**Adoption of Agenda:** Tony Townsend called for adoption of the agenda. Tim Tolson seconded it.

**Approval of the Minutes:** Tim Tolson moved to adopt the minutes of the last meeting. Tony Townsend seconded the motion. The minutes were approved.

There were no comments from the public.

**Welcome of new Board members:** New Board members Stephanie Commander, Grier McCain and John Halliday were welcomed! Each introduced her or himself, as did the serving Board members.

**Treasurer's report:** Peter McIntosh reported that we currently have \$134,000 in the checking account, and several CDs. The Friends try to use last year's receipts from sales for this year's programs. The Friends use a fiscal year, not a calendar year. The Friends are beginning to receive more gifts from the Charlottesville Albemarle Community Foundation.

**Library Endowment Fund Advisory Committee Report:** Peter McIntosh and David Plunkett have been working on the Friends of the Library Endowment Fund held by the Charlottesville Area Community Foundation (CACF). The Friends have had several different agreements with CACF in the past. The first reorganizational goal was to have only one agreement. The second goal was to establish a fund for each branch library so that fundraising can be conducted as needed by the various branches.

This will make the donation process far easier. CACF is now set up to have online donations! Donors can specify the particular branch (or Bookmobile) they wish to benefit. After beginning with a \$20,000 donation from the Friends in 1992, there is now over \$2.4 million in the Endowment. An Advisory Board meets in May to recommend distributions from the Endowment to the CACF Board. The Advisory Board is made up of the President and Vice-President of the Library Board and the Friends' Board and the Library Director.

The new Agreement has been discussed by the current Advisory Committee and CACF staff. JMRL's lawyer is currently reviewing the agreement.

Peter McIntosh moved that we authorize Anne to sign this agreement, should there be no major changes. John Halliday seconded, and the motion was passed. Anne praised Peter McIntosh for his consistency in conservative funding. Thanks Peter! He has been doing this since 2002.

Our budget is about \$240,000 a year for programs. Peter McIntosh signs the checks, but he does not write the checks. A CPA does that. People should feel comfortable. The only major change in the budget recently was to add employees for the book sales.

**Books behind Bars:** A very thorough written report was distributed to members. A local book store owner Kay Allison started Books Behind Bars some years ago. The Friends took over 3 years ago and it has become a separate program of the Friends, with Julie Hughen in charge. This year we distributed 12,000 books, perhaps ten times what it was done previously. Originally, we paid ourselves for books taken from Book Sale. Popular requests include puzzle books, coloring books, and dictionaries. Sometimes volunteers go out and get specific books, then get reimbursed. One goal is to get some credit for people who volunteer and the people who donate. We are doing very well.

Peter McIntosh, Peter Manno and Julie Hughen will meet with Red Light Entertainment and the anonymous donor to give them the report on how BBB is going, and to determine how they would like to be recognized (or not). Questions: Should we have a fund just for Books Behind Bars? From Endowment? For Red Light?. Is BBB a friends' program???

First we should try to get publicity letting the community know about BBB. CACF has a quarterly newsletter which talks about what the organizations are doing.

Stephanie Commander mentioned a sorority which might want to volunteer. If so they should contact Peter Manno, who will pass the information on to Julie.

Friday November 2 is **November Book Sale Membership Night**. There is a home football game.

**Book Sale Director's Report:** Peter Manno noted that we have lots of books already. We have more books than we usually have at this time. We are having a box problem, not enough for books. We may need operational changes. Peter Manno anticipates a great sale.

Spring dates: Saturday, March 30-April 7.

**JMRL Director's Report:** David Plunkett noted that the doubling of the size of the Nelson Memorial Branch is moving forward and is 99% sure to happen. (This will be the 50<sup>th</sup> anniversary of Hurricane Camille, which devastated Nelson County).

Friends fund all the programming listed in Beyond the Books, a JMRL published magazine. Over the last fiscal year, over 100,000 attended JMRL programming, including 60,000 attendances for children's programming.

Nancy Swygert made a legacy donation to the library. A science collection at the Gordon Avenue Branch will be named in her honor.

**Strategic planning:** David mentioned the library's five-year planning survey is running through the end of September.

John Halliday noted that space is always a problem. Could we use Philips family building?

Possible other programs/perks for members were topics we will want to discuss further. The meeting was adjourned at 6:30 p.m.