Chair Miriam Smolen called the meeting to order at 7:04 p.m.

I. PUBLIC COMMENT:

A. Public Comment: Tresa Schlecht, Friends of the Tysons-Pimmit Library

II. MINUTES:

Ms. Levy moved to approve the June minutes, and Mr. Rosenthal seconded it. After a friendly amendment by Ms. Millhouser, the motion to approve the minutes passed unanimously.

III. CHAIRS REPORT:

Ms. Smolen welcomed Brian Engler as the Braddock District board member. Mr. Engler has previously been the Chair of the Fairfax Library Foundation Board. Ms. Smolen also thanked everyone for her selection as chair. She went on to discuss priorities she wants the board to focus on including being better advocates for the library. In order to do this the board will receive more education on services the library provides. She would like the board to focus on communication with their Board of Supervisor representative and help advocate for additional funding for the library. She would like the board to further develop and strengthen relationships with the Friends groups and other partner groups. Finally, she would also like to see the board working with staff to review implementation of the new approved strategic plan.

IV. COMMITTEE REPORTS:

A. Library Foundation: Will Jasper – The new Chair of the Fairfax Library Foundation is Patty Reed.
B. Finance Committee: No report.
C. Public Relations Committee: Fran Millhouser – The committee will meet on September 6, 2018 at 10:00 a.m. at the Fairfax County Government Center. The meeting will focus on becoming better advocates for the library.
D. Ad Hoc policy Committee: No report.

VI. DIRECTORS REPORT: Jessica Hudson

A. My Perfect Read demonstration

The Library’s new online readers’ advisory site, My Perfect Read, is available for public use. A demonstration was provided. The website has a list of advisors which includes biographies and photos. This service will help connect advisors with customers who may not step into a branch. Customers will be able to choose advisors by their interests, they can follow up through email, over the phone or branch visits.

Ms. Dando gave an endorsement of the new services, and said it was a lovely and fun experience.
B. Librarian I upgrades approved

When the FY18 budget was approved in May 2017, the Library paraprofessional job family was approved for a regrade as part of the market review process. The Library celebrated the fact that its Library Pages, Library Aides, the Library Assistants series, and Library Info Assistants were moved up a pay grade, recognizing that they were out of market and that their compensation needed to be updated to reflect that. Simultaneously, it was also acknowledged that the regrade changed the Library Info Assistant from an S-19 to an S-20, the same grade as the Librarian I classification.

Library Administration has spent the last year working closely with colleagues in the Department of Human Resources (DHR), making the case that the Librarian I classification also needed to be upwardly regraded, to retain a pay and classification step between Info Assistants and Librarian Is and to take into account the differences in education, knowledge and duties required. After many months of conversations, data collection, documentation and meetings, Library Administration is pleased to report that DHR has agreed to move the Librarian I job classification from an S-20 to an S-21.

C. FOL MOU update

On January 10, 2018, the Library Board of Trustees approved an updated Memorandum of Understanding (MOU) to be executed between the individual Friends of the Library (Friends) groups, the Library Board, and Library Administration. The MOU was developed over multiple years, including: a May 2017 open meeting with Friends members, three Friends working sessions in August 2017, a draft MOU document provided in September 2017, written public comment requests in September and October 2017, four months of Library Board discussion and amendments, and five iterations of the draft MOU document before the final MOU was approved on January 10, 2018. The approved MOU includes many provisions and suggestions recommended by multiple Friends groups. The approved MOU provides clarity on the roles and responsibilities of all parties - Library Board, Library staff and the Friends groups – and enhances transparency, accountability and fiduciary responsibility.

As of July 11, 2018, seventeen of the twenty-three Friends groups have signed or indicated a willingness to sign the MOU. The remaining five Friends groups have been notified that they have until July 31st, 2018, to let the Library Director know if they intend to sign, or not sign, the MOU. An official letter was sent to those groups. There will be an updated FAQ for Friends groups to clear up any questions. A discussion of the timeline took place and what clarifying information will be included.

VII. New Business

New Business will be added to the monthly agenda. Trustees can email the Library Director two weeks before the meeting to have an item added to the agenda. Items can also be brought up during the meeting. These issues may be discussed at the meeting or deferred to the next meeting, depending upon the issue and/or time considerations.
VIII. Committees

Ms. Smolen and Ms. Millhouser wanted to review the current committees to see if any need to be retired or changed. The current permanent committees are Fairfax Library Foundation, Finance, and Public Relations. Current Ad Hoc committees are Planning, Policy and MOU. Ms. Smolen suggested that the Finance Committee meet at least twice a year, with the fall meeting being a committee meeting of the whole board.

A recommendation was made to rename the Public Relations committee as the Communications Committee. Ms. Smolen would also like to add an Advocacy Committee to come up with goals and plans for the board to work on.

The MOU Committee has been retired, the Policy Committee could be retired until needed again, and the Planning Committee completed their work with the Strategic Plan. Issues that would normally come to these retired committees can be added to the new business section of the meeting.

After the discussion the permanent committees will be: The Library Foundation, Finance, and Advocacy/Communications. The Advocacy/Communications Committee will select a new, permanent name for itself at its first meeting. The Ad Hoc committees can all be retired until new Ad Hoc committees are needed. Ms. Smolen made a motion to retire the MOU, Planning and Policy Committees. Mr. Ewing seconded the motion and it passed the full board. Board members were asked to send Ms. Smolen their preferences for committee assignments.

VIII. ROUNDTABLE:

Ms. Levy – The City of Fairfax Library won first place for their drill cart category in the Fourth of July parade and were featured on Channel 4. The City Manager of Fairfax, Bob Sisson, recently retired. Ms. Levy welcomed Mr. Engler to the board.

Mr. Rosenthal — He attended the Friends of the Pohick Library Meeting. He is participating in the adult summer reading program.

Mr. Ewing — He thanked Michael Donovan for his time on the board and welcomed Mr. Engler to the board. He congratulated Ms. Smolen and Ms. Millhouser on their new roles on the board.

Ms. Dando — She shared her appreciation for the first Feed and Read at Baileys Elementary School, which staff from Woodrow Wilson Library attended. Children receive a free barbeque meal. She hopes to attend the next event at Londontowne Elementary.

Mr. Jasper — He welcomed Mr. Engler to the board.

Ms. Miscavage — She also welcomed Mr. Engler to the board.

Ms. Millhouser — She also welcomed Mr. Engler to the board. Ms. Millhouser is participating in the adult summer reading program.

Mr. Janega — She is doing the adult summer reading program at both Patrick Henry and Reston Regional libraries. Both branches have programs for adults.
Mr. Engler – He thanked everyone for the warm welcome. He had a question about getting solar panels added to the libraries. He would like to keep track of the energy report released by the schools related to the solar panels, to see if that reduced operations cost and if it would make sense for the library to do it as well.

Mr. Russell – He made the observation that My Perfect Read, the Memory Depots and recent work to help the public sign up for the RAD housing were all examples of one-on-one public services. It’s great to see real people helping real people, and he is very impressed with the services the library offers.

Ms. Smolen entertained a motion to adjourn. Ms. Ewing moved the motion; Mr. Rosenthal seconded it. The motion passed.

Ms. Smolen adjourned the meeting at 8:18 p.m.

<table>
<thead>
<tr>
<th>Members Present</th>
<th>Members Absent</th>
</tr>
</thead>
<tbody>
<tr>
<td>Priscille Dando</td>
<td>Stella Pekarsky</td>
</tr>
<tr>
<td>Brian Engler</td>
<td></td>
</tr>
<tr>
<td>Darren Ewing</td>
<td></td>
</tr>
<tr>
<td>Sheila Janega</td>
<td></td>
</tr>
<tr>
<td>Will Jasper</td>
<td></td>
</tr>
<tr>
<td>Suzanne Levy</td>
<td></td>
</tr>
<tr>
<td>Fran Millhouser</td>
<td></td>
</tr>
<tr>
<td>Jane Miscavage</td>
<td></td>
</tr>
<tr>
<td>Phil Rosenthal</td>
<td></td>
</tr>
<tr>
<td>Gary Russell</td>
<td></td>
</tr>
<tr>
<td>Miriam Smolen</td>
<td></td>
</tr>
</tbody>
</table>

Respectfully Submitted:  

____________________________
Jessica Hudson
Library Director

Approved:  

____________________________
Miriam Smolen, Chair
FCPL, Board of Trustees