WOODLAND PUBLIC LIBRARY

Leake Conference Room 250 First St. Woodland, California

Thursday, April 5, 2012

LIBRARY BOARD OF TRUSTEES REGULAR SESSION AGENDA 4:00 PM

- I. Welcome Visitors
- II. Public Comment
- III. Review of Agenda
- IV. Approval of Minutes
- V. Communications
- VI. New Business
 - A. Literacy Learning Center discussion and direction
- VII. Old Business
 - A. Budget update
 - B. Catalog partners update and direction
- VIII. Reports
 - A. Director
 - B. Board
 - 1) Council meeting attendance
 - 2) Individual Board reports

Next meeting: To be determined

I declare under penalty of perjury that the foregoing Agenda for the regular meeting of the Library Board of Trustees of the City of Woodland scheduled for April 5, 2012, was posted on March 31, 2012, on the Library's front entry and bulletin board, 250 First Street, Woodland, CA, and was available to the public during normal business hours.

Heather Muller, Library Services Director

Upon request, agendas and documents in the agenda packet will be made available in appropriate alternative formats to persons with a disability, as required by law. Any such request must be made in writing to the Office of the City Clerk of the City of Woodland. Requests will be valid for the calendar year in which the request is received, and must be renewed prior to January 1st. Persons needing disability-related modifications or accommodations in order to participate in public meetings, including persons requiring auxiliary aids or services, may request such modifications or accommodations by calling the Office of the City Clerk (530-661-5806) at least 48 hours prior to the meeting.

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES Minutes, March 1, 2012

Present:

Alain Traig, Bod Goding, Jorel Difuntorum, Tom Pavao and

Kay Hodges

Staff:

Heather Muller

The meeting was called to order at 4:00 pm.

- Welcome Visitors
 Alain welcomed Diane Adams and Bobby Harris.
- II. Public Comment: None
- III. Review of Agenda

 The agenda was accepted as submitted.
- IV. Approval of Minutes
 The minutes of the February 2, 2012 meeting were approved as corrected.
- V. Communications

The staff will have a baby shower for Cara at 8:00 am on March 8th.

Some of the major publishers in the U.S. are refusing to sell eBooks to libraries. Should anyone wish to register their opinion regarding this practice, Heather provided contact information for these publishers.

On February 22nd, Inside Edition presented a segment regarding safety in libraries. The California Library Association alerted libraries of this program in case any of them were contacted by the media. The Woodland Public Library has not been subject to serious safety concerns, but just shortly after this segment aired, one of the staff members had her handbag stolen from the media desk. An area has now been established for safe handbag storage.

VI. Old Business

A. Long Term Funding Discussion
Bud, Alain and Heather met with Mayor Art Pimentel, Vice Mayor Skip
Davies and Acting City Manager Kevin O'Rourke on February 13,
2012. They informed the city officials that while the Board believes a
dedicated sales tax for library funding is a great idea, this is just not the
right time.

B. Budget Update

Heather stated that department managers are doing some budget exercises, but it remains a "moving target". On March 12th, there is another "2x2" meeting scheduled to discuss Measure E projects and long term funding. Library funding is not in the Governor's budget and concerned citizens are being urged to contact their local representatives. The Board reviewed the Expenditure Status Report; mid-year budget adjustments are being made, but are not showing up as yet on this report.

C. Election of Board of Trustees
In consideration of the fact that Jorel and Kay are leaving the Board at
the end of June, this matter is being deferred for the time being.

VII. New Business

- A. Catalog Partners (Sacramento, Colusa, Sutter, Folsom) update Heather reported that the Sacramento library system clearly does not want to continue providing delivery service to Woodland and the impact on our patrons of not having access to the shared catalog—or having to travel to Sacramento to pick up holds—would be significant. A follow-up meeting regarding this issue is scheduled for March 7th.
- B. National Library Week Proclamation (March 20th City Council Meeting) April 16-20 is National Library Week and either Jorel or Tom will attend the City Council Meeting to accept the Council's proclamation.

VII. Reports

- A. Director: No further report.
- B. Board:
 - 1) Council meeting attendance: None...
 - 2) Individual Board Reports: Tom attended the United Way luncheon where Sue Bigelow was honored for being on the United Way Board.

The meeting was adjourned at 5:25 p.m.
The next meeting will be April 5, 2012, at 4:00 pm
Minutes prepared by Kay Hodges

Problem:

The current Literacy space is inadequate

- It's too small/cramped
- Does not allow staff or tutors to work without interruption or in privacy

Conditions:

- Not enough room for current tutor pairs
- Need for privacy for learners
- No office for Literacy Coordinator/no place to work without interruption
- Lack of staffing
- Security/safety
- Not enough room for Literacy computer learning lab
- Not enough "quiet" space in library for learners
- Need for storage space (for Library furniture and shelving)

Solution:

Create a Literacy Learning Center "to inclusively assist learners in the achievement of their literacy and education goals."

Who will we serve? Those with educational goals:

- 1. Traditional Literacy pairs
- 2. Alternative Literacy pairs/groups
- 3. Quiet study users

Space for Literacy staff:

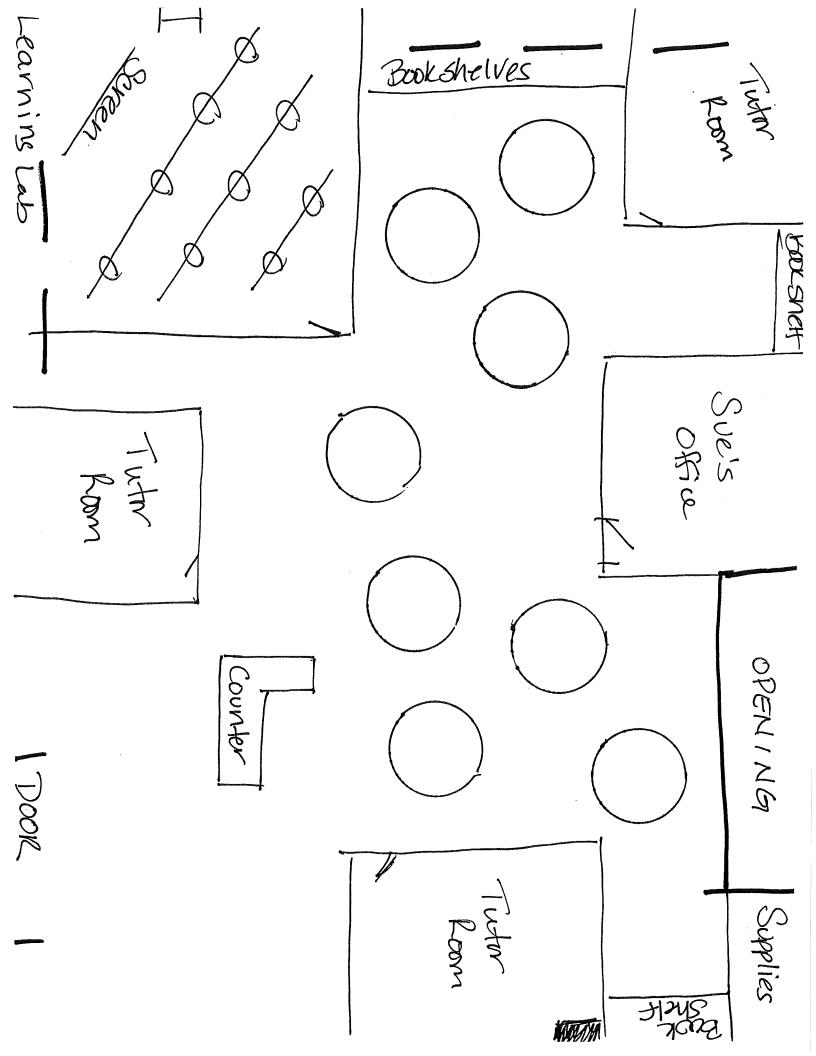
- Office (with a door) for Literacy Coordinator
- Counter/desk for support staff

Space for:

- Open seating for Literacy pairs/alternative Literacy/quiet study
- Tutor rooms (glassed in for security/enclosed for quiet conversation and privacy)
 - o Traditional Literacy tutor pairs have priority
- Literacy computer learning lab
 - o 10 computers
 - o To be used with a tutor or a in class setting
- Storage/bookshelves for Literacy supplies

HVAC

Wifi



Heather Muller

From: Nina Biddle [nbiddle@saclibrary.org]
Sent: Tuesday, April 03, 2012 11:34 AM

To: Wendy Burke; James Ochsner; Heather Muller; Greta Galindo; Sarah Smith; Rivkah Sass;

Denise Davis; Gerry Calderon

Subject: NorthNet membership dues & deliver charges

Hi Everyone,

Sacramento will maintain membership in NorthNet for 2012/13 and, therefore, we will continue to participate in the delivery system. That was to be the focus of our meeting planned for tomorrow, so I will cancel it.

I will be updating the cataloging standards appendix to the agreement(s). SPL staff will provide the partner libraries with an introduction and training for Sierra. The migration is tentatively scheduled for mid-May.

If there are any questions or concerns, please let me know. Thanks. Nina

Nina Biddle, Library Materials Manager Sacramento Public Library 828 | Street Sacramento, California 95814 916.264.2866 916.281.6259 (mobile) nbiddle@saclibrary.org

Furlough Days: April 2 & 30, May 29, June 11 & 25