

APPROVAL OF MINUTES  
Agenda Item No.4a  
Library Board of Trustees Meeting: 06/18/2014

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES

MINUTES, MEETING OF April 16<sup>th</sup>, 2014

Board Members: Bud Goding, Diane Adams, Karen Shepard. Kathy Harryman excused absence.

Library Services Director: Greta Galindo

FOL Liaison: Retha Roberts

Excused Absence: Kathy Harryman

The meeting was called to order at 4:30PM

- 1) Welcome Visitors: Bobby Harris arrived a few minutes into the meeting.
- 2) Public Comment: Bobby Harris commented on the effects of the computer shutdown.
- 3) Review of Agenda: The agenda was approved as circulated.
- 4) Approval of Minutes: Minor corrections of the minutes of the meeting of March 19<sup>th</sup> were made and the minutes approved as corrected.
- 5) Communications: Greta announced the all staff meeting which is scheduled for May 3<sup>rd</sup>, 9-10:30 am.
- 6) Old Business: Library Staff Appreciation activities were discussed. The board will provide breakfast at the All Staff Meeting.
- 7) New Business:
  - a) Greta reported on the estimated cost of digitizing the microfilm collection. The cost is high, ~ 32K and the discussion ended with a recommendation to repair or replace the existing microfiche reader which is damaged and not functioning.
  - b) CPLA workshop: Diane reported on the workshops and activities at the Castro Valley meeting of CPLA.
  - c) Library Emergency Procedures: Greta noted that a policy change regarding informing the BOT president in emergencies when the Director is unavailable was being discussed.

8) Reports

- a) Director : Greta reported on preparation for the summer reading program and the progress in visiting each public school location to reach out to the third grade students, as well as plans for visiting private and home schools in the future.
- b) Retha reported on current FOL activities, the upcoming book sale, and scheduled author visits.
- c) Diane reported on the on the Measure J campaign and precinct walk, which is scheduled for April 26th. Participants to meet at Tom Stallard's office.
- d) Bud is tasked with writing a letter to the editor in support of Measure J.

Next Meeting: May 21, 2014 at 4PM. Meeting time has been moved up from 4:30 for ease of scheduling.

Meeting adjourned at 5:21 PM.