

APPROVAL OF MINUTES
Agenda Item No. 5a
Library Board of Trustees Meeting: 10/21/2014

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES
REGULAR MEETING OF SEPTEMBER 17, 2014

Board Members: Diane Adams, Karen Shepard, Kathy Harryman and Gloria Rodriguez
Library Director: Greta Galindo

The meeting was called to order at 4:00 p.m. by Kathy Harryman, President

1. Visitors – Mayor Tom Stallard; Bobby Harris
2. Elections of officers – Kathy Harryman was elected by the board to be the President for 2014-2015. Gloria Rodriguez was elected by the board to be the Vice President/Secretary for 2014 – 2015.
3. Public Comment - Mayor Stallard provided us with information about Measure J and Measure U. He asked the Board of Trustees to consider endorsing Measure U. He also informed us that the interviews for the BOT position and other city committee positions were being held on Friday, Sept. 19.
4. Communication – Greta informed us that interviews for the BOT position would be this Friday. There was a discussion about allowing current BOT members to participate in the interview process in the future. Board members also asked what help the Weed community may need after the devastating fire that burned many structures including the public library. Greta said she would provide us with information soon.
5. The agenda was reviewed and approved.
6. The minutes for August 20, 2014 were reviewed and approved with the following correction – Karen shared the Literacy Council report instead of Greta. The minutes for August 27, 2014 were reviewed and approved.
7. New Business
 - a) Measure U – After some discussion the BOT voted to go on record in support for Measure U. There was a discussion of the impact of potential financial problems should Measure U not pass.
 - b) Library Services Director Employee Evaluation Timeline – A timeline has been set to meet every 2 weeks.
 - c) 917 Library Trustees Fund Budget Update – The budget was presented and reviewed. There was discussion whether there were options for BOT to invest these funds. Greta will report back to us if there were any options.

d) Board Responsibilities/Timeline of Events – Greta will be working on a calendar of events, meetings and tasks for the BOT. This will include items that occur every year. The BOT agreed to meet twice a month for the following meetings:

Oct. 1 (11 a.m. – 1 p.m.) - Evaluation and Workshop

Evaluation (11 – 12 p.m.) Closed Session

Leake Room (12 – 1 p.m.) Workshop

Oct. 8 (6 p.m. – 7p.m.) - Social with Yolo County Library Advisory Board

Oct. 15 (4 p.m.– 6 p.m) - Board of Trustees Meeting.

Nov. 5 (11 a.m. – 1 p.m.) - Evaluation and Workshop

Evaluation (11 – 12 p.m.) Closed Session

Goals (12 – 1 p.m.) Workshop

Nov. 19 (4 – 6 p.m.) - Board of Trustees Meeting

8. Old Business

a) Measure J Update

Greta reported that the preliminary discussion recommendation for the Measure J spending plan was presented to the Woodland City Council Meeting on September 16, 2014. City council was in support and the plan is moving forward. Next action will be coming from city council to appropriate funding for positions. Bulk of first time funding will be for the circulation desk, computers for children, and for the positions of Teen Services Librarian and Adult and Family Literacy Coordinator.

b) Measure E Update

Greta will be meeting with a consultant, Cathy Sanford, who is from Contra Costa. Her experience includes technology and current in trends in libraries. She also knows public information process and connecting with people in the community. The city has appropriated \$50,000 of Measure E funds for consultants.

c) Leak Community Room Use

The draft was reviewed and will next be reviewed by the legal support. The BOT approved to appropriate funds from 917 funds not to exceed \$6500 for painting.

d) Photo Policy

The photo policy draft was reviewed and approved by the board.

9) Reports

a) Director

Greta reported that the library received a grant from Target for \$2,000 and was invited by them to write another grant. Next week the after school activities will begin. Annelisa Gebhard, Children Librarian, will be on leave from Oct. 2, 2014 until February, 2015. Esther Guardado will be acting Children's Librarian during Annelisa's leave. At the September meeting the city council proclaimed September 2014 as the Adult Literacy Awareness Month. On Oct. 21 will be the Jumpstart/Reading Day – Mayor will promote proclamation.

b) Board

Karen reported that the Literacy Council is meeting quarterly. Gloria reported that she viewed and enjoyed the Library's Story Walk during the City of Woodland's Stroll through History.

10. Future Agenda Development

Greta added these items to be placed on future agendas.

11. Adjournment – Meeting adjourned at 6:00 p.m.

Respectfully submitted,
Gloria Ulloa Rodriguez, Secretary/VP

Next regular meeting is October 15, 2014, 4:00 p.m.