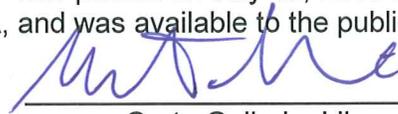


**WOODLAND PUBLIC LIBRARY**  
**Leake Room**  
**250 First St.**  
**Woodland, California**  
**Wednesday, July 15, 2015**  
**LIBRARY BOARD OF TRUSTEES**  
**REGULAR MEETING**  
**4:00PM**

- 1) Call to Order
- 2) Welcome Visitors
- 3) Public Comment
- 4) Review of Agenda
- 5) Minutes
  - a) June 3, 2015
- 6) New Business
  - a) Memorandum of understanding Between Woodland Public Library and Yolo Farm to Fork
  - b) American Library Association De-brief
- 7) Old Business
  - a) Rose Garden Utility Box-Public Art Project
- 8) Reports
  - a) Director
    1. Measure E
    2. Measure J
  - b) Board
    1. Individual Board Reports
- 9) Future Agenda Development
  1. Library Board of Trustees By-Laws
  2. Collection Development Policy
- 10) Adjournment

Next Meeting: August 19, 2015

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 July 15, 2105 was posted on July 12, 2015 on the Library's front entry and bulletin board, 250 First Street, Woodland, CA, and was available to the public during normal business hours.



Greta Galindo, 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 1<sup>st</sup>. 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.

APPROVAL OF MINUTES  
Agenda Item No. 5a  
Library Board of Trustees Meeting: 07/15/2015

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES MINUTES MEETING OF  
JUNE 3, 2015

Board Members: Kathy Harryman, Edgar Lampkin, Gloria Rodríguez, Karen Shepard  
Library Director: Greta Galindo  
Absent: Diane Adams

- 1) The meeting was called to order at 5:30 p.m. by Kathy Harryman, President.
- 2) Visitors – Rhea Fabricante, Teen Librarian; Abigail Craig, Children’s Librarian; Carol Davis, Adult Services Librarian
- 3) Minutes – The minutes for 4/15/15, 5/6/15 and 5/20/15 were approved.
- 4) Presentations – Rhea Fabricante, Abigail Craig and Carol Davis provided the Board with an overview of the 2015 Woodland Public Library Summer Reading Program. They presented the comprehensive summer reading program for all ages from June 6 to August 7<sup>th</sup>. There will be weekly activities for Babies and Toddlers (0 – 3 yrs), kids (4 – 12 yrs), teens (12 – 18 yrs) and adults (18 yrs and up). All the information about this program is on the Woodland Public Library website. The Summer Reading Kickoff will be on Saturday, June 6 at 1 p.m. Also there is work on developing a new library website.
- 5) New Business – Greta presented us information on how to access our City E-mail account in order to facilitate correspondence for the conducting of official business. She also reviewed the FY 14/15 Library Expenditures.
- 6) Old Business – Two members of City Council, the City Manager, a city finance department representative, Karen and Diane participated in the 2 x 2 meeting on May 19. Karen reported that the city councilmen are supportive of the BOT’s request to make our 917 funds grow. There will be research, which will include the State Library, to see if whether public funds can be removed from the City and placed in the Yolo Community Foundation. Greta provided the BOT with information and suggestions of workshops for the American Library Association Annual Conference, which will be held in San Francisco from June 25 – June 30, 2015.
- 7) Reports – Greta presented that that the focus groups and other input for the Library Community Learning Lab or Makerspace, funded by Measure E, are underway. There will be focus groups on several dates, an online survey and stakeholders’ interviews. All this information is online on the library website. The Paint Nite Fundraiser will be on Friday, June 5, at 6 p.m. in the library’s rotunda. Greta will bring Measure J information to the next meeting.

- 8) The BOT agreed to change the meetings for the summer to only the 3<sup>rd</sup> Wed of the month at 4:00 p.m.
- 9) Adjournment – The meeting was adjourned at 6:40 p.m.

Next Meeting: Wednesday, July 15, 2015, 4:00 pm.

Respectfully submitted  
Gloria Ulloa Rodriguez, Board of Trustees

**MEMORANDUM OF UNDERSTANDING**

**Between**

**Woodland Public Library and Yolo Farm to Fork**

Woodland Public Library seeks to develop an edible garden in its courtyard that will integrate with its reading programs for children and youth. Yolo Farm to Fork is a 501(c)(3) private nonprofit organization supporting and sustaining edible gardens in more than 30 schools throughout Yolo County. This Memorandum of Understanding between Woodland Public Library and Yolo Farm to Fork outlines the agreements by which these two organizations will implement the edible garden project in the Library's courtyard between September 2015 and August 2016.

**Woodland Public Library**, at its sole cost, will have the responsibility to

- Provide the garden space and access to the courtyard garden area
- Provide supplies as recommended by Yolo Farm to Fork for ongoing maintenance of the garden
- Identify child and teen volunteers to help with the project
- Post online progress of the garden
- Provide access to irrigation water for hand-watering
- Pay the costs of the project services provided by Yolo Farm to Fork in an amount not to exceed \$5,000.
- Identify Greta Galindo and Trina Camping of Woodland Public Library as key communicators and agents of Woodland Public Library for purposes of this project
- Obtain and post a plaque acknowledging each agency in the joint project.

**Yolo Farm to Fork**, will have the responsibility to

- Acquire and provide a stipend for a UC Davis intern majoring in a relevant field of Agriculture; the intern will take the lead on implementing the garden's development under the supervision of Yolo Farm to Fork's Project Coordinator, Andrew Codd, and in collaboration with the Library for programming integration
- Provide seeds, plants, and soil amendments for the new garden
- Recommend tools and ongoing maintenance supplies for WPL to purchase
- Provide training and technical assistance for all volunteers
- Provide a year-round garden maintenance guide to sustain the garden
- Post online progress of the garden
- Identify Andrew Codd and Beth Harrison as key communicators and agents of Yolo Farm to Fork for purposes of this project.

Costs of the services provided by Yolo Farm to Fork may be invoiced to Woodland Public Library at the start of the project.

This agreement may be amended in writing by mutual consent of participating parties.

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Greta Galindo, Director  
Woodland Public Library

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Suzanne Falzone, President  
Yolo Farm to Fork

TC 6/3/15  
Sf 6/1/15