



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: March 4, 2008

SUBJECT: Library Board of Trustees meeting, January 28, 2008

Report in Brief

Staff recommends that the City Council receive the Library Board meeting minutes for January 28, 2008.

Recommendation for Action

No action required.

Prepared by: Carol Beckham
Reference Librarian

Reviewed by: Carol Beckham
Acting Library Services
Director

Mark G. Deven
City Manager

Attachments

**WOODLAND PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes, January 28, 2008**

Present: Bud Goding, Kay Hodges, Tom Pavao, Alain Traig
Excused Absence: Joel Difuntorum
Staff: Carol Beckham

The meeting was called to order by Board President Bud Goding at 7:35 pm.

1. Welcome Visitors
There were no visitors.
2. Public comment
There was no public comment.
3. Approval of agenda
The agenda was approved as presented.
4. Approval of minutes
The minutes were approved as presented.
5. Communications
Erin Murphy notified Carol that a plaque costing \$48.92 and a GPS unit costing \$334 had been purchased for Paul Miller. The Board approved transferring \$191.46 from the Library fund to cover half of this expense.

Gary Wagner advised not considering purchase/installation of a generator at this time. It was agreed to wait and review the issue when the expansion occurs.

Gary is looking into providing more two-hour parking in the library lot.

The State Library notified us that the public library fund allocation for 2007-8 will be \$20,767.

6. Unfinished Business
 - a. Receive update on building maintenance
Carol is consulting with Helen Voss regarding paint for the courtyard. Plans for the windows and stucco are being reviewed.
 - b. Discuss budget considerations
The budget is due by Friday; there have been no changes on what was submitted.

7. New business
 - a. Discuss staff appreciation day
Carol will discuss this with the staff at their Friday staff meeting including the date and time.
 - b. Approve Art Exhibit Policy
The Board approved the Art Exhibit Policy.
 - c. Discuss Literacy Budget
Sue Bigelow has submitted four grant applications. A check for \$1250 was received from the Parker Family Foundation.
 - d. Sale of Literacy Bus
The sale of the literacy bus to the San Beneto County Library for \$22,500 was approved.
 - e. Discuss Library Services Director Recruitment
The posting for this position will end February 8, 2008. The Board is looking at conducting interviews on February 19 or 20. At the February 11 meeting plans regarding dates, interview panel members and interview questions will be finalized.

8. Reports
 - a. Director
Carol provided copies of the staff quarterly reports to the Board.

Three part-time on-call librarians have been hired to relieve the reference librarians on the reference desk until the new Library Director has been hired.

- b. Board
 - i. Council meeting attendance
None
 - ii. Individual Board Reports
Tom attended the most recent Literacy meeting; officer elections were postponed due to lack of a quorum.

Alain attended the Friends' meeting. They are looking for a new Treasurer. The Murder Mystery Night is scheduled for March 15.

9. Future Consideration

The meeting was adjourned at 8: 40 pm.
Minutes prepared by Kay Hodges.
The next meeting will be February 11, 2008.