

**WOODLAND PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes, November 19, 2009**

Present: Alain Traig, Tom Pavao, Kay Hodges

Staff: Sandy Briggs

The Library Board of Trustees meeting was called to order at 4:00 pm.

- I. Welcome Visitors
There were no visitors
- II. Public Comment
There was no public comment.
- III. Review of Agenda
The agenda was approved.
- IV. Approval of Minutes
Upon motion made by Tom and seconded by Alain, the minutes of the November 5, 2009 meeting were approved with one correction.
- V. Communications
Governor Schwarzenegger has announced that Stacy Aldrich is the new State Librarian. Sandy will be attending the Opportunity Online Summit meeting in Sacramento on December 14 and 15, 2009. Sandy shared the newsletter from the Association of Library Trustees, Advocates, Friends and Foundations. She will follow up on obtaining subscriptions for Board members.
- VI. Old Business
 - A. Computer Relocation Progress Report
Sandy was notified that members of the Sunrise Rotary Club will begin the project at 9:00 am on Monday, November 23, 2009. Construction should be completed by the following Friday and the computers will be reinstalled on Tuesday, December 1, 2009.
 - B. Additional Book Drop Progress
Sandy has found someone who is willing to donate his time and services to pour the concrete pad; she is also trying to get the concrete donated.
 - C. Follow up on Request for Non-smoking Designation of Library Grounds
Sandy shared with the Board the staff report she prepared and submitted. The City Manager will present the revised ordinance to the City Council on December 1, 2009.
 - D. Furloughs
Sandy provided revised copies of the 2009-2010 calendar for the library indicating the open/closed status for each day of the fiscal year and the reason for the closures, i.e., holiday, furlough, closure due to budget, and traditional Sunday closure.
 - E. Retirements—Transition Plan
The City Council received without discussion the “golden handshake” proposal on Tuesday, November 17, 2009. On December 1, 2009, the Council will be asked to approve the number of positions, the position titles and the impacted departments. Transition plans for the Library were discussed.
 - F. Midyear Budget Adjustments
A proposed revision for Literacy is being prepared.
 - G. Follow Up Discussion Regarding Special Library District

Yolo County Supervisor Matt Rexroad will meet with the Board of Trustees on Thursday, December 3, 2009.

VII. New Business

- A. Discussion of Report from City Attorney Regarding Library Funding Options
The Board reviewed and discussed the report. Sandy will follow up to ensure that the City Manager also received a copy of the report.
- B. Consider Staff Request for Alternate Schedule for 12/31/09 if Approved by Associations

It was agreed that if the majority of the staff are desirous of changing the library hours on December 31, 2009, from 11:00 am-8:00 pm to 8:00 am-5:00 pm, the request would be granted provided prior written consent from the bargaining units is obtained.

VIII. Reports

A. Director

The library is instituting the annual "Food for Fines" beginning November 30 and lasting through December 31, 2009. The recipient of the donated food will be the Food Bank of Yolo County. All management and mid-management employees are required to complete sexual harassment avoidance training every two years. All staff librarians have been recently training certified. The lighting of the Christmas tree in the library rotunda is scheduled for December 4, 2009 and the Friends are planning an ornament making activity for children. There will also be a Hanukah display and a Kwanzaa display. On January 28, 2010, at 4:00 pm, author Sandy Holman will provide an interactive presentation entitled "We All Have a Heritage: Exploring Our Culture Through Storytelling, Music and Dance". Sandy reported that her request for bi-lingual pay for temporary staff was disapproved.

B. (1) Council meeting attendance

None

(2) Individual Board reports

Tom reported that the Literacy Council is doing well and recently received a \$10,000 grant. Kay reported that the Friends have numerous activities planned, including selling popcorn at the Christmas parade and the December book sale.

The meeting was adjourned at 5:45 pm.

The next meeting will be December 3, 2009

Minutes prepared by Kay Hodges.