



City of Woodland

REPORT TO MAYOR AND CITY COUNCIL

AGENDA ITEM

TO: THE HONORABLE MAYOR
AND CITY COUNCIL

DATE: May 18, 2010

SUBJECT: Library Board of Trustees minutes for April 8, 2010

Report in Brief

Staff recommends that the City Council receive the Library Board meeting minutes for April 8, 2010 regular meetings.

Recommendation for Action

No action required.

Prepared by: Sandra Briggs
Library Services Director

Mark G. Deven
City Manager

Attachment

**WOODLAND PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes, April 8, 2010**

Present: Alain Traig, Bud Goding, Tom Pavao, Kay Hodges

Staff: Sandy Briggs, Roberta Boegel, Sue Bigelow

Pursuant to Section 54956.7: Public Employment: Library Services Director

The closed session was called to order at 2:35 pm. The Board discussed the replacement of the Library Services Director position.

The Library Board of Trustees meeting was called to order at 4:02 pm.

- I. President Alain Traig announced that applicants for employment as Library Services Director had been considered in closed session and direction was given regarding the scheduling of interviews for the position.
- II. Welcome Visitors
Alain welcomed Bobby Harris, Rosalinda Martinez and Patty Wong.
- III. Public Comment
There was no public comment.
- IV. Review of Agenda
The agenda was approved as submitted.
- V. Approval of Minutes
Upon motion made by Tom and seconded by Bud, the minutes of the March 18, 2010 meeting were approved as corrected.
- V. Communications
Sandy shared with the Board a copy of the Freedom to Read Foundation Newsletter. The Rose Garden tour is scheduled from noon to 5:00 pm on April 25, with May 2 as a "rain date". Sandy reported on a problem with rats in the mechanical room; the pest control experts have directed that all cardboard containers must be removed and only plastic containers used. Sandy provided a copy of the Mountain Valley Library Systems annual financial report.
- VI. Old Business
 - A. Receive Report on Transition Plan: May-June 30, 2010
Sandy presented a transition plan outlining a realignment of some job duties for the permanent staff members during this period. She complimented the staff on their flexibility and willingness to take on additional responsibilities. Upon motion made by Bud and seconded by Tom, the Board agreed that the duties of City Public Information Officer should be reassigned until a permanent Library Services Manager is in place.
 - B. Receive Report on Current Year Budget
The budget report as of 3-31-10 for all funding sources was reviewed with the Board.
 - C. Discussion of Measures S, T, U, and V
Sandy and Tom reported on the consortium's plans regarding the "Yes on V" campaign including public events, distribution of literature, lawn sign displays, and the "countdown calendar" on the library website. The Friends are actively involved in this process and will provide information on their bulletin board in the library.
 - D. Receive Report on Recruitment of Library Services Director

Kay reported that the position posting is closed, and the Board has selected applicants whom they wish to interview. Kay will coordinate that process with Human Resources.

VII. New Business

- A. Consider Request for Use of Leake Room as Polling Place on June 8, 2010
Upon motion made by Tom and seconded by Kay, the Board agreed to approve the request for use of the Leake Room as a polling place on June 8, 2010.
- B. Consider Implications of Closure of Woodland Public Library
Sandy reviewed and updated the status of the eight different alternatives that were presented and discussed during the January 11, 2010 special study session. It was agreed that all alternatives to closure of the library must be pursued. Patty Wong, Yolo County Librarian, reported that she is in the fact-finding stage of exploring the possibility of a contract between the Woodland Public Library and the Yolo County Library. Any proposal she develops will be presented to the Board prior to submission to the city or the county. Sandy reviewed with the Board the summary of potential budget scenarios that was presented to the City. The summary contrasted the 08-09 budget with the 09-10 budget and outlined potential scenarios for 10-11 based upon the library's open hours and staffing levels. Sandy discussed a report on "Why Public Libraries Close" and reviewed the questions this report indicates should be posed when considering the potential closure of a library.

VIII. Reports

- A. Director
The recent "Women of the Wild West" luncheon sponsored by the Friends was well-attended and very entertaining. Woodland Reads will feature Jacqueline Winspear, author of "Maisie Dobbs". The event will include a luncheon at the Heidrick Center, an afternoon presentation at Woodland High School and an evening presentation in the Leake Room. The Yolo County libraries have implemented "Overdrive", a digital medium for downloading books to audio devices and e-books. Sandy has submitted an authorization for \$5700 to bring the Teaching Company collection up to date. She is also reviewing estimates for signage for the library and will be contracting for the signage in the near future. The latest Literacy newsletter was shared. Sue reported on hosting a successful workshop on readers with learning disabilities. She also reported the CDBG allocation has been increased to \$9800 for next year..
- B. (1) Council meeting attendance
Bud, Alain, Tom and Kay attended the March 30, 2010 study session.
- (2) Individual Board reports
Sandy obtained clarification that, should the library be closed, the Literacy Council will need to seek other resources for affiliation as the CLLS requires public library affiliation. Kay reported that the Friends made a \$500 donation toward the coalition campaign for passage of the sales tax increase measure. The net profit for Mystery Night was approximately \$5500. An appreciation dinner for the library staff is scheduled for April 14 at a local restaurant.

The meeting was adjourned at 6:10 pm.

The next meeting will be April 22, 2010, at 4:00 pm

Minutes prepared by Kay Hodges.