

**WOODLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Minutes, October 1, 2009**

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

Staff: Sandy Briggs

The Library Board of Trustees closed session was called to order at 3:04 pm.

Public Employee Performance Evaluation Pursuant to Government Code Section 54957 Title Library Services Director

The Board discussed the Management Achievement Plan and provided direction to Sandy.

The Library Board of Trustees regular meeting was called to order at 4:07 pm.

- I. Welcome Visitors  
Alain welcomed Bobby Harris and Diana Dearmore.
- II. Public Comment  
There was no public comment.
- III. Review of Agenda  
The agenda was approved.
- IV. Approval of Minutes  
Upon motion made by Bud and seconded by Tom, the minutes of the September 17, 2009 meeting were approved as submitted.
- V. Communications  
Sandy has written thank you notes to the Cabrillo Club and to Annamarie and Richard Barrows for their presentation to the library of four books related to Portuguese history. The Daily Democrat published a guest opinion submitted by Sandy celebrating "Banned Book Week".
- VI. Old Business
  - A. Consider Book Drop Overflow Mitigation  
Upon motion made by Tom and seconded by Kay, the Board approved Sandy's recommendation to purchase a manufactured drive-up book drop. Diana stated the Friends of the Library may be able to assist in covering the cost for this item and in obtaining donated labor for installation of the concrete pad. Sandy will make a formal request of the Friends at the October 12, 2009 meeting.
  - B. Evaluate Measures to Mitigate Complaints Related to Library Entry & Approve Plan  
Upon motion made by Bud and seconded by Kay, the Board agreed to request the City Council to take the appropriate

administrative measures to ban smoking on library grounds.  
Sandy will draft a letter to the Council for Alain's signature.

C. Update on Computer Relocation Plan

The project is progressing and Sandy is hopeful that the computers can be moved during the Thanksgiving week when the library is closed so that the public will not be impacted.

VII. New Business

A. Approve Participation California State Library "*Get Involved: Powered by Your Library*"

<http://www.library.ca.gov/lds/getinvolved.htm>

Upon motion made by Bud and seconded by Tom, participation in the California State Library "*Get Involved Powered by Your Library*" was approved.

VIII. Reports

A. Director:

Sandy distributed to the Board copies of the Woodland Chamber of Commerce Membership Directory & Community Guide for 2009-2010. The Guide features a two-page article on the library that was written by Sandy. The plaque honoring glass block donors is completed and will be displayed in the adult reading room on top of the card catalog.

B. (1) Council meeting attendance

None

(2) Individual Board reports

At the Friends' request, Kay will be preparing articles for their newsletter about the individual board members beginning with President Traig. Tom reported that the Literacy fundraiser was a success and Diana reported the profit was approximately \$1200. Diana also announced the Friends are sponsoring an author event on October 22, 2009. The theme is "Fright Night" and there will be a cocktail reception for Friends' members at 6:45 pm with the event being open to the public at 7:30 pm.

The meeting was adjourned at 5:50 pm.

The next meeting will be October 15, 2009

Minutes prepared by Kay Hodges.