WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES Minutes, December 10, 2009

Present: Jorel Difuntorum, Tom Pavao, Kay Hodges

Staff: Sandy Briggs

Public Employee Appointment Pursuant to Government Code Section 54957. Title: Library Services Director

The closed session was called to order at 3:35 pm. The Library Services Director position was discussed.

The Library Board of Trustees meeting was called to order at 4:10 pm.

- Welcome Visitors
 Acting President Jorel welcomed Diane Adams and Yolo County Supervisor Matt Rexroad.
- II. Public Comment
 There was no public comment.
- III. Review of Agenda
 Upon motion made by Tom and seconded by Jorel, the agenda was amended to include discussion of the Board's terms of office and was approved.
- IV. Approval of Minutes Upon motion made by Tom and seconded by Jorel, the minutes of the November 19, 2009 meeting were approved.
- ٧. Communications At the December 15, 2009 City Council meeting, Sue Peterson and Rita Cocke will receive Certificates of Appreciation for their long-time service. Next LAFCO meeting is Monday, December 14, 2009 at 9:00 AM. Mountain Valley Library System is trying an alternative schedule that will provide an additional delivery route between Sacramento and Folsom in an effort to minimize the overloading with no increased cost to Woodland. Sandy shared a report on volunteerism from the California Civic Health Index that asserts that there is a correlation between reduced volunteerism and lack of trust in the government. The directors of the Sacramento Library Consortium are now meeting on a regular basis. Sandy recently received copies of the Woodland Public Library's prior contracts with the group; that contract is up for renegotiation. Sandy reported that according to Public CEO, a recent study indicates that utilizing outsourcing is much more costly than anticipated. Sandy encouraged board members to mark their calendars for CalTAC's spring

workshop on February 27, 2010 in Berkeley. The topic will be "Telling Your Library's Compelling Stories".

VI Old Business

A. Computer Relocation Progress Report

The Board toured the remodeled space and after discussion, upon motion made by Jorel and seconded by Tom, the Board approved Sandy's seeking further assistance from the Sunrise Rotary in making further modifications in the area that includes the circulation and media desks.

B. Additional Book Drop Progress

The book drop has been ordered and should be delivered in four to six weeks. The water sprinklers in the area where the book drop will be located have been caped and the cement pad should be poured in the near future. The Friends have authorized \$6,000 for this project.

- C. Implementation of Non-Smoking Designation of Library Grounds At the December 8th City Council meeting, the public ordinance received a first reading; there was no public comment. A second reading will occur on December 15.
- D. Furloughs

The library was closed the entire week of Thanksgiving. Staff members periodically emptied the book drop and there was no overflow.

E. Retirements—Transition Plan

Sue Peterson will be retiring on December 28; Rita Cocke will be retiring in mid-January 2010. Sandy is scheduling desk coverage utilizing part time, temporary employees, who have already been trained.

- F. Follow Up Discussion Regarding Special Library District
 The Board discussed the pros and cons of annexation and new formation.
- G. Library Funding Options
 The Board discussed with Yolo County Supervisor Matt
 Rexroad various funding options and procedures.

VII. New Business

A. Retirement Recognition Assistance

In honor of Sue Peterson, there will be a staff potluck dinner on December 11, 2009 and a cake and punch event at the library on December 16, 2009. Board members were invited to participate in both events and to make a donation toward a gift for Sue and Rita.

- B. Behavioral Expectations Policy Amendment Upon motion made by Jorel and seconded by Kay, the revised amendment was approved.
- C. Measure E Update

Sandy reviewed the current Measure E budget. This fund is scheduled to be reviewed and discussed in May 2010.

D. Board Terms of Office

The Board discussed appointment and renewal processes for Library Trustees.

VIII. Reports

A. Director

Sandy encourages Board members to attend the December 15, 2009 City Council meeting where the current and future economic status of the city will be discussed.

B. (1) Council meeting attendance None

(2) Individual Board reports
Sandy reported that the Friends' meeting time has been changed to 6:00 pm, the first Wednesday of each month.

The meeting was adjourned at 6:45 pm.

The next meeting will be January 7, 2010: Closed Session at 3:30; Regular Session at 4 PM.

Minutes prepared by Kay Hodges.