

**WOODLAND PUBLIC LIBRARY**  
**LIBRARY BOARD OF TRUSTEES REGULAR MEETING MINUTES**  
**September 16, 2010**

The meeting was called to order by Board President Alain Traig at 4:00 PM.

Board members present: Jorel Difuntorum, Bud Goding, Kay Hodges, Tom Pavao, Alain Traig

Staff: Heather Muller, Library Services Director

Guests: Diane Adams, Friends of the Library  
Bobby Harris

**\*\*Minutes recreated from notes from Diane Adams and Heather Muller\*\***

- I. Welcome Visitors: Diane Adams and Bobby Harris were welcomed to the meeting  
Diane Adams and Bobby Harris were welcomed to the meeting
- II. Public Comment  
Bobby Harris would like to write an article in the Woodland Record about the 54 hour ballot language, He proposes using the road component of Measure E to fund the library expansion. Would like response from Library Board by email.
- III. Review of Agenda
- IV. Approval of Minutes  
Minutes from the August 18, 2010 meeting approved
- V. Communications
- VI. Old Business
  - A. Librarian positions options/discussion  
Heather reported the Library is using more substitute librarians since there is a librarian position is still vacant. Patty Lakie is moving (and currently doing the work of) to the Tech Services position which creates a vacancy in the Youth Services Librarian position. Hope to hire a Librarian I to fill the position. Would like to fill a Librarian III position from internal librarians as well.
  - B. Library schedule  
New schedule approved by city associations after a meet and confer session. New schedule:  
Monday through Thursday, 9am to 7pm  
Saturday, noon to 4pm  
Heather reported a meeting with Mark Deven where he stated that he did not have a problem with non-permanent staff having access to the Library – he would respect the decision of the Board to make those judgments as needed with dwindling staff. The Board approved giving a key and creating an alarm access code to Victor (the NorthNet funded delivery driver) so Friday deliveries from the other libraries in the partnership can continue. Other non-permanent staff and volunteers may have to be given keys and access codes as needed.
  - C. Schedule session for goals of Library Services Director  
Set for October 8<sup>th</sup>, 8am to noon.
- VII. New Business
  - A. Year end report to the City

Comments/changes need to be to Heather by Monday, September 20, 2010.

B. 917 Recharges

917 fund designated for use by the Board (donations, bequests, etc). Earlier Patty Wong (Yolo County Librarian) brought to the attention of the Board the City's high charges to that account for administrative functions. According to Bud, the City has been taking much since it is illegal to convert Public Library Funds to the general fund which is what the fees have done.

C. Library's FY2011 "organizational initiatives" for city

Heather provided a copy of a document she and Mark have worked on to present to the City Council on the October 12, 2010, special session. The Board asked that "children's services" be added as well as a statement about striving to work toward the vision/goals of the future that the Library Board have developed through strategic planning, etc.

D. Holiday schedule

Tabled until next meeting.

VIII. Reports

A. Director

B. Board

1) Council meeting attendance

2) Individual Board reports

Alain reported that he and Bud will be meeting with Mayor Pimentel and Vice-Mayor Davies immediately following the Board Meeting.

The meeting was adjourned at 5:30 PM

NEXT MEETING: Thursday, 7 October 2010, 4:00 PM

Submitted by Heather Muller, recreated on 10/26/2010 from notes from self and Diane Adams