

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting Minutes – May 20, 2019

Present: Karen Shepard
Ellen Burriss
Diane Adams
Greta Galindo, Library Services Director
Gloria Rodriguez
Martha Scott

- 1) Call to order
Diane Adams called the meeting to order at 3:33 p.m.
- 2) Welcome Visitors – None.
- 3) Public Comments – None.
- 4) Friends of the Library Report
Martha S. reported on the FOL financials and results for the Big Day of Giving. Paint night was very successful and Cocktails for a Cause brought in \$97.00. The FOL annual membership meeting will be June 8 – details to follow. FOL is planning the upcoming author event tentatively scheduled for June 8 at 6:00 p.m. More volunteers and a larger table are needed for Farmer’s Market. Book prices have doubled for the FOL book sales.
- 5) Approval of Minutes for 03/11/2019 and 04/01/2019. Ellen B./M; Karen S./S – Approved.
- 6) New Business
 - a. Greta presented the Leake Center Usage Report for review and discussion.
 - b. Greta presented the Library Statistical Report for the Third Quarter FY 2019 for review and discussion.
E-Materials usage has doubled; the Libby app is increasingly popular and contributes to the increase. The budget for E books will be increased. Greta will be tracking new E users. Book circulation is slowly increasing and patron registrations have also increased; other programming is steady. The library offered fewer programs this year but has experienced more attendance. The regular tours and class visits are ongoing.
- 7) Old Business
 - a. BOT Annual Goals are approved and ongoing.
The selection process for new BOT members will be covered in the next 2x2 meeting tentatively set for June 10 at 4:00.
- 8) Library Director’s Report
Greta discussed the Facilities Master Plan budget in regards to IT costs and possible flooring options. Ellen suggested getting unofficial estimates for carpeting. The general budget is stable including the cost of security. The impact of Measures J and F were discussed.
Greta also discussed the upcoming Summer Reading program as well as the staffing changes to come with Abigail leaving. Summer Reading kickoff is set for June 8 and will be called Summer at the Library again this year.

APPROVAL OF MINUTES
Agenda Item No. a
Library Board of Trustee Meeting: 09/09/2019

Trina is planning a Mini Maker Fair for the fall of 2020.

The security guard, Franklin, is working out well and is well received by patrons.

Security will be advised to check the outer PG&E door as well as the lock on the recycling room due to recent repeated incursions by individuals.

Greta will bring up the issue of security cameras at the next 2x2.

The next BOT meeting will be June 3, 2019, at 3:30.

9) Adjournment

The meeting was adjourned at 4:55 p.m.

Respectfully submitted by Melinda Boyd