

**WOODLAND PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes, January 13, 2011**

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

Staff: Heather Muller, Sue Bigelow

The Library Board of Trustees meeting was called to order at 4:00 p.m.

- I. Welcome Visitors
Alain welcomed Diane Adams and John Selby
- II. Public Comment: Mr. Selby left information funding for non-profits.
- III. Review of Agenda
The agenda was accepted as submitted.
- IV. Approval of Minutes
Upon motion made by Bud and seconded by Tom, the minutes of the December 9, 2010 meeting were approved.
- V. Communications
Heather shared a letter from Norman Callaway regarding a donation he is making in memory of his deceased sister-in-law, Marianna Stanley. Heather received a call from a representative of Knights Landing Charter School requesting possible assistance from the Woodland Public Library staff in setting up a library for their school. Heather explained that this would not be appropriate given the extensive differences between school libraries and public libraries; but she did refer the representative to several school librarians. Alain reported that he was contacted by a member of the Mendicino County Library Advisory Board regarding information about the recent sales tax increase initiative campaign; Alain referred this gentleman to Leslie Marcos. Alain also reviewed Kay's e-mail regarding her need to step down as the Board's liaison to the Friends of the Library. Bud volunteered to serve in this capacity.
- VI Old Business
 - A. Front Door Update
The new front door is scheduled to be installed on January 14, 2011..
 - B. Staff Hiring/Promotion updates

The Youth Services Librarian position is officially posted on the Cal Ops website and will close on January 21, 2011. As a result of Governor Brown's proposed budget cuts to libraries, the City's Finance Officer is reluctant to approve making Sue Bigelow's Literacy Coordinator position full-time. It was agreed that this subject should be part of the agenda for the next "two-by-two" meeting between representatives from the Board and the City Council. Alain agreed to draft a letter to City Manager Mark Devin outlining the self-funding provisions already in place for this position.

C. 917 Funds

Heather reviewed with the Board a draft of a letter to Mark Devin regarding her ongoing research of 917 funding provisions and the documentation she is providing to him. It was agreed that this issue also needs to be on the agenda for the next "two-by-two" meeting.

D. Explanation of literacy presence at juvenile hall

Literacy Coordinator Sue Bigelow clarified the relatively limited assistance that Literacy is providing for the educational programs at juvenile hall.

VII. New Business

A. Grant(s)

The California State Library has selected and approved for funding in the amount of \$10,000 the Library's "Employment Literacy Program" idea. Heather is now working on completing the official grant application. The Sunrise Rotary Foundation has asked Heather to put together a request for two laptop computers. Patty Lakie and Sue Bigelow are applying for funding from Yolo First Five to purchase bi-lingual "learning stations" for use by the children of parents in literacy programs.

B. Budget Update

The Board reviewed and discussed the proposed elimination of State funding for California Public libraries. Heather also provided the Board with information regarding the City's 2012 budget process.

C. Consideration of meeting room policy change

Heather presented information regarding meeting room policies from the library community, potential costs of reopening the Leake Room to the public, and modifications/limits to the previous policy that would help reduce costs. After extensive

discussion, it was agreed, in consideration of current budget uncertainties, to take no action at this time.

VIII. Reports

A. Director

Heather provided the Board with her Second Quarter Report.

B. Board

- (1) Council meeting attendance: None
- (2) Tom reported all is going well with the Literacy Council, including satisfactory funding. Kay reported that the Friends received a \$1700 grant from Bank of the West to underwrite the upcoming Mystery Night.

The meeting was adjourned at 5:40 pm.

The next meeting will be February 3, 2011

Minutes prepared by Kay Hodges