

**WOODLAND PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes, April 21, 2011**

Present: Alain Traig, Bud Goding, Kay Hodges

Staff: Heather Muller

The Library Board of Trustees meeting was called to order at 3:02 p.m.

- I. Welcome Visitors
Alain welcomed Bobby Harris.
- II. Public Comment: None
- III. Review of Agenda
The agenda was accepted as submitted.
- IV. Approval of Minutes
Upon motion made by Bud and seconded by Alain, the minutes of the March 3, 2011 meeting were approved.
- V. Communications
 - Heather received a request from the California Paranormal Investigators to hold an event at the library; Due to their timing requirements, it was agreed this request could not be accommodated.
 - The Yolo County Department of Employment and Social Services is offering a Youth Employment and Training Project whereby the library could employ young people without any payroll cost to the library. Heather will check further into this program for possible implementation.
 - Amazon has announced that it will make available downloads from Kindle to Overdrive.
 - After discussion, it was agreed that the Board will not participate in Dia Los Ninos.
 - A "Table Top Exercise" for the City's Emergency Operations Center is scheduled for May 18, 2011, which is also Library Legislative Day. Heather will notify the City that due to her attendance at the legislative day and Patty Lakie's need to serve as her backup, no one from the library will be available to attend this training.
- VI. Old Business
 - A. Staff Hiring Update
The Children's Librarian position is still on hold. As an interim measure, part-time employees will be utilized to fulfill the duties

of that position, including coordination of the summer reading program.

- B. Literacy Coordinator position update
Heather will verify with Sue Bigelow that the funding necessary to increase the Literacy Coordinator position to full time is available even if all state funding is eliminated.
- C. IT Update
The situation is much better with all computers now being operational. The City's IT staff recently met with the Sacramento Library IT staff and a productive dialogue has been established. Carol Davis and Heather also met with the IT staff to discuss updating the library's web site.
- D. Budget Update
Heather reviewed with the Board the Expenditure Status Reports as of March 31, 2011. The library is below spending overall. Heather reported there will be a budget update for the City Council on May 24, 2011, in Council Chambers.

VII. New Business

- A. Direction for Grant Funding
The Library Board directed Heather to submit a staff report to the Council directing Finance to recognize the allocation amendment for grant expenses.
- B. Statewide Director's Meeting Recap
Heather reported that the State's library directors agreed on three core items for a sustainable library: (1) access (the terms "free" and "open" were debated); (2) intellectual freedom; and (3) tolerance (collection/public, etc). Heather also reported the emerging trend of library directors heading other departments, most commonly parks and recreation.
- C. Toy Library
Heather reported that, at the urging of Mayor Art Pimentel, she had emailed and called a contact listed in the Daily Democrat but had received no response. The Library Board directed Heather to continue to attempt to contact the Toy Library if she wished but stated that the Board would not consider any partnership until the library could employ another full-time librarian.
- C. Furlough Schedule (May)
The City will observe a furlough day Friday, May 27, 2011. The Library is already closed that day and will not close an additional day for the furlough. Instead, staff can use, with supervisory approval, the furlough day as self-directed time off. The Library will be closed Monday, May 30, 2011, in observance of Memorial Day.

D. Literacy

Heather distributed the books Sue Bigelow created from the Wayfarer STEP program. Sue is working with the Fire Department for a “fire literacy and safety” program. Also, Sue was visited by Jacquie Brinkley from the California State Library and Sue has been asked to be on a panel to develop the “best practices of literacy.”

VIII. Reports

A. Director

Heather provided a written third quarter report.

B. Board

The next 2x2 with City Council is scheduled for April 28, 2011 at 5:30pm.

The meeting was adjourned at 4:58 p.m.

The next meeting will be May 12, 2011

Minutes prepared by Kay Hodges