

**WOODLAND PUBLIC LIBRARY
BOARD OF TRUSTEES
Minutes, November 5, 2009**

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

Staff: Sandy Briggs

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

- I. Welcome Visitors
Alain welcomed Diane Adams
- II. Public Comment
There was no public comment.
- III. Review of Agenda
The agenda was approved.
- IV. Approval of Minutes
The minutes of the October 15, 2009 meeting were approved with one correction.
- V. Communications
The Bill and Melinda Gates Foundation is piloting a major grant program, Opportunity Online, that is designed to assist libraries in implementing broadband improvements. The State Library is encouraging all directors to attend a "summit" in Sacramento on December 14-15. The library received, on behalf of Norman Callaway, a donation to the book budget.
- VI. Old Business
 - A. Computer Relocation Progress Report
The work is progressing with the rewiring being completed. All is on track for the work to be completed during the week of Thanksgiving.
 - B. Additional Book Drop Progress
The Friends of the Library have agreed to pay for the new book drop. It has not been ordered as yet because Sandy is waiting to firm up the arrangements for pouring the concrete pad.
 - C. Follow up on Request for Non-smoking Designation of Library Grounds
A draft of the revised ordinance will be presented to the City Council on December 1, 2009. Sandy will prepare a staff report to be turned in by November 17, 2009.
- VII. New Business
 - A. California Library Association Conference Report
Sandy, along with Patty Lakie, Esther Guardado and Sue Bigelow attended the conference. There were numerous programs geared toward youth services as well as the state's

“Get Involved” program that is designed to attract highly skilled “boomer” volunteers and to effectively utilize their professional experience and expertise.

B. Final Report on 2009 Transaction Based Reimbursement and Public Library Fund

Sandy presented a report outlining monetary receipts from FY02 through FY09. She will prepare a current cost analysis before considering any recommendation to alter the library’s participation in these programs.

C. Midyear Budget Adjustments

The deadline for responding to the City’s second round of retirement incentives was October 30, 2009. On November 17, 2009, the City Council will receive a “general report” of estimated costs and benefits, and on December 1, 2009, the Council will be asked to approve the “golden handshakes” with specific designations of positions. It is hoped that this action will prevent further adjustments to the budget. The Board asked Sandy to invite Supervisor Matt Rexroad to attend the next meeting.

VIII. Reports

A. Director

The library is instituting the annual “Food for Fines” beginning November 30 and lasting through December 31, 2009. For each can of food donated, \$1.00 worth of library fines will be forgiven. Sandy is tracking the usage of part time staff in order to determine the most effective operation going forward.

B. (1) Council meeting attendance

None

(2) Individual Board reports

Kay reported that the recent author event sponsored by the Friends attracted nearly 50 people and a number of attendees joined the Friends.

The meeting was adjourned at 5:40 pm.
The next meeting will be November 19, 2009
Minutes prepared by Kay Hodges.