

**WOODLAND PUBLIC LIBRARY  
BOARD OF TRUSTEES  
Minutes, February 3, 2011**

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

Staff: Heather Muller

The Library Board of Trustees meeting was called to order at 4:00 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 Jorel, the minutes of the January 13, 2011 meeting were approved.
- V. Communications
  - Heather distributed copies of the latest CALTAC newsletter; she is handling the CALTAC membership renewal process for the Board members.
  - The HVAC system for the Leake Center needs repairs estimated at \$400-\$500 and City funds for such repairs have been exhausted. After discussion, it was agreed to proceed with the repairs at Library expense.
  - The Sunrise Rotary has requested that a plaque acknowledging their funding of the computer room project be placed in the computer room. The Board has no objection to displaying such a plaque assuming the size of the plaque is reasonable.
  - Heather reported that City Manager Mark Deven is working with Mayor Pimentel and Vice-Mayor Davies to schedule a “two by two” meeting with the Board of Trustees after February 15, 2011.
  - Heather reported the following upcoming events:
    - Sustainable Public Libraries – March 21-22, 2011
    - California State Library Directors conference in San Jose
    - California Library Association Library Legislation Day – March 30, 2011
    - Library Day in the District – date to be determined
  - Sue Bigelow reported to Heather the receipt of a \$4500 grant for Literacy.

- The Board reviewed and revised Alain's draft letter regarding making the Literacy Coordinator position fulltime. It was agreed to send the letter to City Manager Mark Deven with a cc to Kimberly McKinney in Finance.

## VI Old Business

### A. Front Door Update

The new front door has been successfully installed.

### B. Staff Hiring Update

Fifty applications for the Youth Services Librarian position were received. Nine applicants were selected for interviews; two declined and the remaining seven will participate in an initial panel interview on February 10, 2011.

### C. 917 Funds

Heather has been informed that City Manager Mark Deven has scheduled a meeting with Kimberley McKinney, from the Finance Department, to review the information Heather provided regarding the 917 fund and an answer will be provided sometime in February.

### D. Sunrise Rotary Grant

\$2000 for the purchase of new computers to be used in the Employment Literacy Program has been received from the Sunrise Rotary Club.

## VII. New Business

### A. S Consulting LLC

The Board agreed that there is no interest in pursuing the proposal presented.

### B. Budget Update

State Budget Impact: Heather provided to the Board a Mountain Valley Region Analysis of CLSA Service Cuts projecting the financial impact of proposed State funding cuts upon each member library. She also provided a narrative outlining the consequences upon existing programs and services that would result from complete elimination of the California Library Services Act.

FY 2011-2012 Planning: The Board reviewed the budget in light of a potential \$100,000 shortfall. Considerable confusion regarding the 917 fund exists between the Board and the City. The response Heather received from the City regarding that fund's current and projected balances appears to not contain updated information previously provided to Finance. Heather will follow up with a request for a complete history and reconciliation of the 917 fund.

Mid-Year Adjustment: No changes are being made.

## VIII. Reports

### A. Director

OverDrive, which facilitates downloadable audio and e-books, is now live. There is a link to the service on the Library's homepage.

Upcoming Friends events include an author event on February 17 featuring Eileen Rendahl and Mystery Night on March 5. The Rose Club is hosting a Valentines Day Tea on February 13.

### B. Board

- (1) Council meeting attendance: None
- (2) Bud reported that all is going well with the Friends. They are trying to reconnect with individuals whose membership has expired and they received funding from Bank of the West to underwrite the upcoming Mystery Night.

The meeting was adjourned at 5:30 pm.  
The next meeting will be March 3, 2011  
Minutes prepared by Kay Hodges