

APPROVAL OF MINUTES
Agenda Item No. 5a
Library Board of Trustees Meeting: 02/01/2017

Minutes for Meeting of January 4, 2017

Board Members Present: Diane Adams, Ellen Burriss, Kathy Harryman, Karen Shepard

Absent: Gloria Rodriguez

Library Service Director: Greta Galindo

Guests: None

Regular meeting:

1. Call to order -4 p.m.
2. Review of Agenda- Kathy/M; Diane/S; Accepted.
3. Minutes for Dec. 7, 2016 – Ellen/M; Kathy/S; Approved.
4. New Business
 - a. Library Annual Report Draft- Discussion including minor corrections. Approved. Report to be presented at Woodland City Council Meeting 1/17/17 6P. All BOT invited to attend. Greta to lead presentation with others to help cameo programs and projects.
5. Old Business
 - a. Library Facility Master Plan Timeline- Approval to proceed and meet for the first time with Noll and Tam after 1/16/17. 3 possible dates were selected and Greta will confer and notify the BOT of 1st meeting date and time. Those to attend will be the newly formed Library Planning Committee to include designated staff, BOT, Library Service Director and representatives of Noll and Tam. Between Jan. and March additional Community Outreach Meetings will be scheduled.
6. Reports
 - a. Director
 1. Grants received update. 2 Grants from Walmart equaling \$5K for 1st and 3rd Grade visits. Rhea received a Grant from the State Library Assoc. for the Student Success Program which will include 2 HS's and both Middle Schools. Students will use their student ID card to receive a Library card and option of checking out 3 items at a time with no fines. Students will still be liable for lost or damaged items. No parental signature is needed. This is a new program. Abigail received a grant for \$5K from the Assoc. of Libraries for Children. She will use it to buy more Robots for the coding classes to be held in the Makers Space.
 2. Maker Space building contract awarded to Monley Hamlin with kickoff Preconstruction Meeting including City Engineers, Facilities Director, Parks and Rec, Greta, the Contractors and others on Jan 9, 2017 at 2P.
 3. Carpet replacement for the entire basement area will be scheduled in Jan 2017.
 4. The Commit to Fit 2017 (3) month program commences Sat. 1/7/17 with weekly walks, educational sessions on a variety of topics and a 10 week set of financial workshops sponsored at no cost by Travis Credit Union.

5. The Library quarterly Incident Report was reviewed. Data gathering began in April 2016. 145 incidents to date. Greta would like to fine tune this report by ranking the incidents.
 6. CPLA training for BOT will be Sat. 1/14/17 from 9-Noon.
 7. Greta will be attending the Literacy Council Meeting to ask for financial support for the hotel nights used by Library staff who were presenting at the recent Literacy Conference in Sacramento.
- b. Board
 1. Literacy Council meets 1/11/17. KS to attend.
7. Future Agenda Development
 - a. LJS Community Building and Resiliency
 - b. Mid Year Budget Update
 8. Adjournment – Meeting adjourned at 5:30 p.m.