

APPROVAL OF MINUTES
Agenda Item No. 4a
Library Board of Trustees Meeting: 01/03/2018

Minutes for Meeting of December 6, 2017

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

Absent: Gloria Rodriguez

Library Service Director: Greta Galindo
Mandujano

Guests: Retha Robertson, Evelyn

Regular meeting:

1. Call to order -4:05p.m.
2. Review of Agenda- Approved
3. Teen Advisory Report- Review of recent (Oct/Nov) events that the Teens helped with or put on. Some included the Sleepover Storytime, Pet Show, Yolo Youth Rally, Teen Halloween Party, Escape Room Haunted House, Foster Kids Youth Event, and help with 2 Homeless Dinners at 4th and Hope. The Teens will also help support the Santa Sunday event in Dec. and the Hogwart's Winter Festival and help at 4th and Hope with a dinner.
4. Friends of the Library Report included a recap of recent events including the Author Presentation, and the plans for the last Book Sale of the year on Dec. 6th after the Parade. The Newsletter will be printed soon for Jan/Feb.2018 and Retha asked for both a Board Report (K. Shepard) and a Teen Report (K. Harryman) to be submitted. Murder Mystery Night is set for 3/24/18.
5. Minutes for 9/6/17, 9/14/17, 9/20/17, 10/4/17, 10/18/17, 10/23/17, 10/30/17, 11/1/17, and 11/6/17 – Kathy H./M; Ellen B/S; Approved.
6. Facility Master Plan
 - a. Plan to meet with Paul Navazio in early Jan to discuss next steps- determining items to address such as structural evaluation- Tier 2 and 3, removal of wall in computer room, lighting upgrade project, carpet replacement, mechanical ventilation upgrade, and completion of changes to the lot lines for future expansion.
7. Board of Trustees Goals
 - a. Draft of Board Goals for 2018 completed and K. Shepard to compile and refine and provide for next meeting.
8. Director's Report
 - a. Security Guard update included some stats, hours of service and specific issues with current guard's approach and handling of some recent situations.
 - b. Greta gave an update on a new Survey Program the Library has acquired from the Public Library Assoc. It will enable better feedback and statistics.
 - c. January 2018 kicks off with a Winter Reading Challenge via Beanstack for kids and adults.
 - d. Greta will provide 2018 calendars to the Board soon.
7. Literacy Council Report- Diane recently attended a meeting. Meets quarterly. All is status quo.
8. Adjournment – Meeting adjourned at 5:30 p.m.