

APPROVAL OF MINUTES
Agenda Item No. 4a
Library Board of Trustees Meeting: 10/08/2018

Woodland Public Library
Board of Trustees Meeting Minutes
September 5, 2018

Present: Diane Adams, Ellen Burriss, Kathy Harryman, Gloria Rodriguez, Karen Shepard, Greta Galindo, Library Services Director, Trina Camping, Literacy Coordinator/Square One Manager, Abigail Craig, Children's Librarian, Rhea Gardner, Teen Librarian, Ixchel Lopez, Teen Advisory Board (TAB) Representative to BOT, Alison Borkowska, President, Friends of the Library

1. The meeting was called to order by President Diane Adams, at 4:05 P.M.
2. Visitors: None
3. Public Comment: None
4. Friends of the Library Report: New FOL president, Alison Borkowska, reported on the following:
 - "Brunch & Brush for Books" Sunday, September 9th, 11:00 a.m. - 1:00 p.m.;
 - Book sale, Saturday, September 8th;
 - Alison is attending a workshop hosted by the Yolo County Library for Friends groups on September 27th, 9:00 a.m. to 12:00 p.m.
 - She is also attending a workshop next week at the Lincoln Library for Friends groups.
5. Presentations
 - A. Summer at the Library – Abigail Craig and Rhea Gardner, with TAB representative Ixchel Lopez:
 - The theme "Summer at the Library" will be permanent;
 - There were free lunches every day, Monday through Friday and activities Monday through Saturday; there was a special event every Tuesday;
 - Forty-four kids' events were held with 2,933 attendees, a big increase from 2017 with 22 events and 1,089 attendees.
 - Summer lunches served – 2018, 2,128 lunches and 2,837 attendees, an increase from 2017 with 1,743 lunches and 2,252 attendees;
 - Other activities included: Monday Family Paint Parties, Tuesday Family Yoga, Tuesday Shows and Hands-On Fun; Make and Explore Thursdays;
 - Children 0-3 registered in 2018 – 153, total books read, 6153;
 - Children 4-II registered in 2017 – 904, total books read, 1722;
 - There was a "Maker Space" day each week;
 - The teens volunteered at lunch time;
 - The Library received a State grant for outdoor activities.

Teen Special Event: Rhea Gardner

- LGBTQ+ Teens Celebrate Pride – 60 attendees and featured in the *Daily Democrat*;
- Teen Hang Out Events: Six

- Rhea also reported that the lunch numbers were great this summer.

Teen Volunteer Report – Ixchel Lopez

- Ixchel is the new TAB BOT representative
- She reported that the teens volunteer at Fourth & Hope's dinners on Tuesdays
- The TAB uses Square One for its monthly meetings.

The Library website provides additional information on activities in which the teens are involved. Greta will email Board members adult, teen and children's stats. Copies of the teen and Kids Calendar September 2018 were distributed.

B. Square One: Year One – Trina Camping

- 200+ people are using SO monthly;
- To date, 700 people have used SO;
- There have been 12 elementary school tours;
- 400 people have taken the basic skills and safety classes;
- Trina showed Board samples of items made in SO:
- On "Maker Mondays" a variety of things are made;
- Special items made for Christmas and Valentine's Day;
- Five safety classes are scheduled per week;
- SO is beginning to charge for materials;
- Twelve to fifteen Yolo County Office of Education charter high school (career-oriented focus) students come each Friday to use different tools;
- It has been a most successful Year One for Square One.

6. Library Director's Report - Greta

A. New Website – The website is still under construction.

B. Board Meeting Schedule – Discussion about changing the meeting date/time to Mondays at 3:30 p.m.

- The Library is participating in "Passport to the Arts" September 7 – September 16; passport cards were distributed to BOT members;
- Mojitos "Cocktails for a Cause" signature drink in September is a blackberry bourbon smash and Square One will be the recipient of drink proceeds;
- Facility Master Plan – the contractor's bid to remove two walls surrounding the computer room exceeded the \$50,000 allocated by the City by \$30,000 to \$50,000. Now the job must go out to bid. Greta to follow up with City.

7. Board Reports

Diane will send out the Library Service Director evaluation timeline via email to all BOT members;

- The next BOT meeting on 9/12 will be followed by a closed session;
- September is "Literacy Month." The Yolo County Library is receiving a proclamation from the Yolo County Board of Supervisors. Diane suggests that the Woodland City Council also issue a proclamation at its meeting on September 18th and Greta will follow up with this request;

- The next Literacy Council meeting is September 24th.
 - WW I Commemoration Parade – Kathy Harryman
To commemorate the end of the war 100 years ago, there will be a parade on Saturday, November 10th beginning at 10:00 a.m. from Main Street to the historic train depot. Kathy welcomes volunteer assistance. To learn more about the parade, go to:
wwlcommemorationparade.myevent.com or contact a member of the Yolo County Historical Society.
8. The meeting was adjourned at 5:22 p.m. The next meeting is Wednesday, September 12, 2018 at 4:00 p.m. followed by a closed session.

Respectfully submitted,

Karen Shepard