

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

Board of Trustees Meeting Minutes

September 12, 2018

Board Members Present: Diane Adams, Ellen Burriss, Karen Shepard and Gloria Rodriguez

Library Service Director: Greta Galindo

Guests: None

Friends of the Library- None

1. The meeting was called to order at 4:03P by President, Diane Adams.
2. Public Comment- none
3. Agenda was approved
4. Approval of Minutes
 - a. Minutes for Approval for August, 15, 2018 (with corrections)- Karen/M; Ellen/S- approved
5. New Business
 - a. Review of the Collection Development Budget for 2018/2019- how it was created and explanation of cost centers it is drawn from. Funds come from the General Fund, Development impact fees and Measure J. Budgeted at 164K.
6. Library Director's Report
 - a. New web site not ready yet, but will be launched by October 4th. Greta has planned a day of education for staff on October 8th. The Library will be closed this day.
 - b. The Board Meeting schedule was discussed and all agreed to change the day of the meetings to the 1st and 3rd Monday of the month from 3:30P – 5P. This schedule will start in Nov. Meetings for October will be Mon. Oct 8th and 22nd at 3:30P.
 - c. An update of the Facility Master Plan included information and a decision to have a structural engineer review the project for renovating the Computer Room before any further plans can be made in putting the project out for bid. Estimate timing for this report should be within a month.
 - d. Greta reminded the Board of the ongoing investigation by Paul of the recharge fees IT charged in the new Budget.
7. Adjournment- The Meeting was adjourned at 5P. Next Meeting October 8, 2018

Closed Session

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

Absent: Kathy Harryman

Closed Session meeting:

1. Call to order -5:05 P
 2. Public Comment- none
 3. Visitors- none
 4. Closed Session
 - a. Discussion of employee evaluation and Labor negotiations for Library Services Director
 5. Announcement made by Karen Shepard that she will end her term in June 2019.
 6. Adjournment at 5:22P
- Respectfully submitted by Ellen Burriss

