

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting Minutes December 16, 2019

Present: Maureen King	Noel Rodriguez
Ellen Burriss	Maureen King
Greta Galindo, Library Services Director	Diane Adams

- 1) Call to order – Diane Adams called the meeting to order at 3:32 p.m.
- 2) Welcome Visitors – None.
- 3) Public Comments –None.
- 4) Workshop – Board of Trustees Goals

Diane suggested finalizing the Board of Trustee goals for 2020 when John is present.
Greta suggested using the term “Work Plan” rather than “Goals” for ongoing goals.

Review of 2019 ongoing goals:

- A. The Board discussed increasing the participation of City Council members and other City department personnel in the Board meetings by inviting them, one at a time, to attend one meeting per month. A tour of the library and possibly a Teen report could be included. Greta will outline possible agendas for meetings.
- B. Greta is reviewing the pilot programs of other libraries’ tracking software regarding security issues to compare it to ours. In her Annual Report, she will detail how security and safety issues affect the library.
 1. The security cameras outside will have audio; inside cameras will not.
 2. The landscape improvements have helped with security issues. The expansion of Literacy may help decrease the incidences of misuse of the grounds.
 3. Greta will include increased trash pickup in next year’s budget.
 4. Noel suggested keeping a running tally of patron comments regarding security, and the Board discussed adding a question about library security to the patrons’ annual survey.
- C. The Board discussed the library’s outreach to diverse populations in Woodland. Noel will help construct a process to research the needs of these populations.
- D. The Board discussed the ongoing planning and implementation of the Facility Master Plan.
 1. Ongoing renovations include the expansion of Literacy, shelving in the teen area, the configuration and replacement of the historic lighting fixtures in the Circulation area, carpeting.
- E. The Board discussed the succession planning for future Board of Trustee members.
 1. BOT members will identify prospective members and bring their recommendations to the Board.
- F. Greta will revise the notes on established Goals and email them to BOT members to review before the January 6, 2020, meeting.

The next BOT meeting will be January 6, 2020, at 3:30.

- 9) Adjournment
The meeting was adjourned at 4:45 p.m.

Respectfully submitted by Melinda Boyd

APPROVAL OF MINUTES

Agenda Item No. 5b

Library Board of Trustee Meeting: 01-06-2020