

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES

Regular Meeting Minutes November 18, 2019

Present: Maureen King
Diane Adams

Noel Rodriguez
Maureen King

Greta Galindo, Library Services Director

1) Call to order

Diane Adams called the meeting to order at 3:30 p.m.

2) Welcome Visitors – None.

3) Public Comments – None.

4) Friends of the Library Report

A. Kevin Scott is the new President of the FOL.

B. Budget Report for October

1. Oktoberfest was very successful and profitable.

2. There will be a huge book sale on December 14, 2019.

3. The FOL taxes are completed and filed.

C. The clean out of the electrical room continues. Stored books will be included in the December 14 book sale.

D. Literacy's expansion has necessitated FOL to send 100s of boxes of books to Better World Books.

E. The FOL may be on hiatus during the expansion of Literacy and possibly beyond; however, plans are to continue operating in the future.

F. There will be another Big Day of Giving event in May 2020.

5) Library Director's Report

A. Angel Barajas would like more specifics regarding the short-term projects in the Master Plan.

B. Greta is considering the use of Measure J funds to help cover the teen area upgrade. In February she gives the city manager her list of one time or ongoing new funding requests, she will be adding a new teen area to the requests.. She will also be asking for increased funding for ADA bathroom, flooring, and shelving.

C. Greta discussed the impact of the proposed teen area upgrades:

1. The teen area will move to the current public computer space.

2. Chrome books will replace most of the public access computers. Research is in progress on how to secure the laptops and what filters will be used to prevent illicit content on the computers in the children's area. Means to improve sightlines are being considered.

D. A State Library Grant application is in progress to help cover the teen area furnishings and/or the new shelving.

6) Upcoming Agenda Topics and Future Agenda Building

A. Greta will go over the library's MOUs with Maureen.

B. The Board will be working on 2020 goals in December. Noel suggested developing goals for fund raising and a plan to implement these goals.

C. Diane suggested review of the use of 917 funds.

D. A review the Library's Rules of Conduct was suggested.

- E. The Board will review Greta's Annual Report to City Council in January for presentation in February. She plans to make the report less text heavy and more visually pleasant.
- F. Noel suggested reaching out to Luna Vista Rotary for a grant for Literacy.
- G. Rhea and the teens will be participating in the community parade December 14.
- H. Noel suggested expressing thanks to the community for Measure J funds. Maureen clarified the legal issues involved with thanking for prior support versus asking for future support.

7) Adjournment

The meeting was adjourned at 4:07 p.m. and was followed by a closed session of the Board.

The next BOT meeting will be December 2, 2019, at 3:30 p.m.

LIBRARY BOARD OF TRUSTEES CLOSED SESSION

1) Call to Order

Diane Adams called the meeting to order at 4:10 p.m.

2) Library Director's Evaluation

Personnel-Employee Evaluation and Labor Negotiation

Completion of a successful annual evaluation of Library Services Director, Greta Galindo

3) Adjournment

The meeting was adjourned at 5:00 p.m.

Respectfully submitted by Melinda Boyd