

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting Minutes February 3, 2020

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

- 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) Friends of the Library Report – presented by Greta
 - a. No new financial report has been provided yet.
 - b. The last book sale will take place on Saturday, 02/08/2020. The remaining books will be boxed up and sent to Better World Books or stored in the mechanical room in preparation for the installation of flooring and shelving.
 - c. Greta will discuss with FOL the cost and payment options for either paint or shelving.
 - d. The mural will be painted over since it is not reflective of current demographics.
 - e. Greta has not yet received information on the installation of the gate in FOL.
- 5) Approval of Minutes
 - a. 01/06/2020 – Ellen made motion to approve; Noel seconded; motion carried
 - b. 01/27/2020 – Ellen made motion to approve; Noel seconded; motion carried
- 6) Library Director's Report
 - a. Review of staff training on Friday, 01/31/2020.
Greta gave a review of the two workshops:
 - i. The library safety presentation stressed teamwork, consistency, and clarity when dealing with potentially confrontational patrons specifically as well as with our compliant patrons.
 - ii. The stress resiliency workshop gave practical tools to help deal with negative stressors.
 - iii. Greta will consider having occasional ½-day refreshers for staff.
 - b. Meeting Schedule – Greta requested that Board members consider meeting once a month rather than twice with mid-month updates on goals, information, etc., by email. If the Board prefers to keep meeting twice a month, she requested that the Board generate the meeting agendas to include their specific topics. Diane suggested that Greta attend once a month while the Board continues to meet twice a month. The Board will meet on Wednesday, February 12, at 10:00. Greta will provide the Board with her updated reports before that meeting.
 - c. 2x2 Prep – Items discussed:
 - i. Where we are in the facilities improvement projects and what funding is needed and why.
 - ii. What we have already completed.
 - iii. How our short-term goals are progressing.
 - iv. Asking about what the Council's plans for funding and how it relates to us.
 - v. Greta will give the Council a heads-up on the imminent restroom renovation funding shortfall from the grant to make the restrooms ADA compliant.
 - vi. Noel provided an overview of his proposed presentation at the 2x2 reminding the Council of the Library's mission to help promote overall literacy in our community.

7) Upcoming Agenda Topics and Future Agenda Building

- a. The City Council/Library 2x2 is scheduled for 02/18/2020 at 4:30 p.m.
- b. The Library Annual Report Presentation to the City Council will also be on February 18, 2020, at 6:00 p.m.
- c. Chief Kaff will attend the 03/02/2020, BOT meeting. Other City Council members are being invited to future meetings.

The next BOT meeting will be March 2, 2020, at 3:30 p.m.

8) Adjournment

The meeting was adjourned at 3:30 p.m.

Respectfully submitted by Melinda Boyd