

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting Minutes June 1, 2020

Present: Maureen King
Diane Adams
Greta Galindo, Library Services Director

Noel Rodriguez
John Jackson

- 1) Call to order
Diane Adams called the meeting to order at 10:33 a.m.
- 2) Welcome Visitors – None.
- 3) Public Comments – None.
- 4) Approval of minutes. Necessary corrections will be made and then reviewed at a later meeting.
- 5) Friends of the Library Report
 - o Kevin and Martha reported donations on the Big Day of Giving of \$4700.00.
 - o Preparations continue for the reopening of the Friends room. Painting and flooring is completed. The bookcases are being reinstalled and filled.
 - o The FOL will continue collaborating with Greta about resuming book sales and donations.
 - o The FOL Board is considering resuming meetings via Zoom but is using texting and email at present.
 - o Noel asked which BOT member is scheduled to attend the next FOL Board meeting and Kevin will contact him for the information.
- 6) Discussion: Measure J/Library Board Support
The Board discussed the renewal of Measure J:
 - o The City Council will be approving the language of Measure J tomorrow (06/02/2020). The Board discussed expanding the wording of the focus of Library funding to “continue to enhance” or “maintain the enhancement of” the educational and literacy programs. Greta will obtain feedback from the City Manager.
 - o Noel and Diane volunteered to attend the City meeting tomorrow.
 - o Greta will present two names for the Measure J committee – Noel and Diane.
 - o Greta discussed the possibility of increased tagging of Measure J funding to Library programs. The public will be informed of the name change of Measure J.
- 7) COVID-19 Discussion/Library Closure Update
 - a. Curbside Delivery
 - o Hold fulfillment will be resumed by Friday. Existing holds will be fulfilled first.
 - o The book return has been reopened but has not been advertised to control the number of returns.
 - o The quarantine area is ready to begin operations.
 - o Currently, all items are checked out until June 15, 2020. Future check-outs will be for six weeks instead of three and only WPL books will be available, although Greta will request items from other libraries as necessary.
 - o Staff is returning gradually; extra help and part-timers are slowly returning as well. Sylvia Moreno is training staff on new procedures. An adequate number of staff are working at this time.
 - o The public has expressed that they are anxious for the library to reopen.
- 8) Library Director’s Report

- o Preregistration for Summer Reading has commenced. The program started today, 06/01/2020, and continues through mid-August. Rhea is delivering book baskets via the book bike. The summer reading programs are on Tuesdays and there are story times available on YouTube.
- o Greta has received a quote for shelving replacement. (\$100k) She is working with the vendor on the design. The library will close during the shelving installation..
- o Noel suggested an acknowledgement and recognition of the TAB graduates by the Board of Trustees. Greta will discuss plans with Rhea.
- o Diane acknowledged Greta's exemplary leadership during the chaotic current events.
- o The Board discussed the process of recruiting the new Board members. There have been three applications so far and one more is possible.
- o Greta is considering an in-person meeting or a Zoom conference with the candidates so the Board can give feedback to the Mayor on their preference. Maureen requested making the candidates' applications available to the Board for review. Diane proposed an open house and tour for the candidates. Diane and Noel will collaborate with Greta on meeting the candidates, and Greta will contact the Mayor regarding the timeline for the appointing of the new members.

The next BOT meeting will be by teleconference on June 15, 2020, at 3:30.

9) Adjournment

The meeting was adjourned at 11:30 a.m.

Respectfully submitted by Melinda Boyd