

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES
Special Meeting Minutes
October 11, 2021

Present: Noel Rodriguez	John Jackson
Alison Borkowska	Maureen King
Greta Galindo, Library Services Director	Hortensia Hernandez

Absent: NA

Quorum present: Yes

1) Call to order

Noel Rodriguez called the meeting to order at 4:03

2) Welcome Visitors

None.

3) Public Comments

None.

4) Minutes for Approval

a. September 13, 2021

John made a motion to approve the minutes for 09/13/2021; Hortensia second the motion; motion carried

5) New Business: Statistical Report FY21

a. Greta explained the statistics for FY21 as compared to FY20.

- i. The number of physical materials checked out is gradually increasing, following the large decline caused by the library's closure due to COVID, as the library increases its hours of availability to the public. E-book and Link+ usage is increasing from last year. E-magazines are the least circulated and most expensive of all; however, they will not be canceled at this time.
- ii. Greta explained the drop in patron numbers as being due to a clean out of the library records. Patron accounts that have not been accessed in three years were deleted and there will still cards in the system over 10 years old due to lost materials. This includes those unused cards with fines for book replacement. The library patrons total 36,777 at this time. Unique E-book patrons total 3,261. The heaviest use of the library is from in-district adults and children, but out-of-district patrons are kept track of as well.
- iii. Quarantine of books has been shown to be unnecessary and is no longer in use.
- iv. Programming continues to be largely virtual.
- v. The State Report for FY21 is being prepared and will be shared with the Board soon.

6) New Business: Collection Development Budget

- a. Collection development is based on circulation statistics of the types of books. The library tries to adhere to a one-book-in/one-book-out process. COVID has impacted the availability of books, resulting in back orders.
- b. An increase in the number of EBooks purchased results in a decrease in the number of physical book purchased and must be balanced. EBooks have circulation limits due to licensing issues.
- c. The Teen library is added to according to available shelf space rather than circulation.

7) Library Director's Report

- a. Tickets for the upcoming Adulting 101 will be available soon and will be held in the Community Center. Presentations will include tax preparation, how to buy a house, spice mixes, etc.
- b. The Halloween Party will be in-person but limited to 150 participants.
- c. BBBC and Spinetingers are meeting in person at this time.
- d. Greta will turn in the application for a State Library grant for the proposed bookmobile.
 - i. An electric vehicle is being considered.
 - ii. A partnership with the school district is being explored.
 - iii. The 2022 budget may include a new staff position which may be used for the bookmobile.
 - iv. The project for bookshelves for children is not possible at this time due to the lack of SQ1 staff. The Board will continue to work on planning.

8) Agenda Setting for Next Meeting

The next meeting will be November 1, 2021, via Zoom. Yearly goals will be added to the agenda.

9) Adjournment

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

Respectfully submitted by Melinda Boyd