

WOODLAND PUBLIC LIBRARY BOARD OF TRUSTEES
Regular Meeting Minutes
January 9, 2023

Present: Noel Rodriguez
Alison Borkowska
Greta Galindo, Library Services Director
Absent: John Jackson
Chris Lambertus
Maureen King

Quorum present: Yes

- 1) Call to order
Maureen King called the meeting to order at 4:03PM
- 2) Welcome Visitors
None.
- 3) Public Comments
None.
- 4) Minutes for Approval
 - a. November 7, 2022
 - b. November 16, 2022
 - c. December 5, 2022A motion to approve the minutes (with corrections to member attendance on 11/16 & 12/5) was made by Alison. Seconded by Noel. Motion to approve carried.
- 5) New Business
 - a. Policy Review
 1. Library Card Policy – Greta reviewed 3-year expiration timeline mandated by Sacramento system. Policy keeps database current to reflect “active” patrons for state funding and financial function. Suggestion was made by board to increase reminder notifications and signage. A motion to approve policy update was made by Alison. Seconded by Chris. Motion to approve carried.
 2. Library Circulation Policy – no changes necessary, will revisit library fines portion in August.
 - b. FY 2023 Statistical Report 2nd Quarter
 - Greta reviewed statistics and fluctuations. E-materials and # of people visiting library have increased.
- 6) Library Director’s Report
 - a. Bookmobile Update - Librarian recruitment is underway again.
 - b. Facilities Update – Bathroom remodel in progress, completion goal remains March 1st.
 - c. Calendar Setting for 2023/Friends of the Library Meetings – Board will meet on first Monday of each month, excepting holiday or vacation disruptions and Friends will meet on second Mondays.
- 7) Agenda Setting for Next Meeting – Upcoming City Council events shared. Patron surveys to be reviewed.
- 8) Adjournment
The meeting was adjourned at 5:01PM

Next Meeting: February 6, 2023
Respectfully submitted by Kristin DeLuca