

MINUTES-Draft
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
10:00 AM, THURSDAY, JUNE 11, 2009
SPECIAL MEETING

MEETING LOCATION:
230 N. 1ST STREET, DIXON, CA

1. Call to order

The meeting was called to order by Amy Proctor, President at 10:03 A.M..

2. Roll call

Trustees

Amy Proctor, President
Jim Ernst, Vice-President
John Gabby-Secretary
Shana Levine-absent
Alan Hodge-absent

Staff

Gregg Atkins, District Librarian
Sandy Myers, Recorder

3. Communications

Nancy Medbery's letter of resignation from the Library Commission was reviewed with the Board.

4. Approval of agenda

Alan Hodge moved, Jim Ernst seconded and the motion carried.

5. Public presentations to, or discussion with the Trustees

Mr. Michael Ceremello inquired as to why the Library Commission was not present for the meeting. Mr. Atkins explained that it was a meeting of the Governing Board of Library Trustees and that the Library Commission is not required to be present.

6. Discussion items

A. 2009-10 Budget Process

The budget process was briefly reviewed. Mr. Atkins pointed out that the Library began making cuts equaling 5.5% during the year. The cuts were made in the materials and supplies categories. For fiscal year 2009/2010 an additional 5.5% will have to be cut. Supplies and materials will have to be cut even more and some personnel costs will have to be reduced. This could include (but is not limited to) no COLA's, no raises, a change in the health and welfare benefits policy, and the ceasing of the District practice of paying the employee share of PERS contribution. The budget which will be more fully discussed later in June is a preliminary, worst-case scenario budget; the final budget will be recommended for adoption by the Library Commission in August.

B. 2009-10 Library Facilities Fee Update (Report)

The Facilities Fee Inflation Report has been updated by Willdan Financial Services (under contract) as is the annual practice. The report was included in the package for review and shows a 4.1% increase in costs, and recommends an equivalent increase of fees.

C. Notice of resignation of Library Commissioner

Mr. Atkins noted that during the last recruitment for Library Commissioners there were only two applicants, one whose term was currently expiring who was reapplying and an additional member of the public. The Governing Board directed Mr. Atkins to speak with the new applicant and ask if she would be willing to step back and wait for the next available slot to open (which she agreed to do). Mr. Atkins would not wish to move forward without again reviewing this with the Board. So the question before the Board is do they want to have an open application process,

or do they want to appoint the prior applicant as was discussed last year? The consensus among the Board is to have an open application process and proceed from there. The public members of the community who attended suggested that this is the best process also.

7. Public Hearing

Hold a public hearing concerning the 2009-10 Library Facilities Fee Update and its recommended inflation increase of 4.1%

The hearing was opened by Governing Board President Amy Proctor at 10:30 a.m.

No public comments were made and the hearing was closed at 10:31 a.m.

8. New Business

A. Recommendation to update existing Library Facilities Fee for inflation and set fee for 2009-10

Jim Ernst moved, Alan Hodge seconded and the motion carried.

B. Recommendation to authorize District Librarian to act to transfer appropriations within the 426 Fund (2008-09 current operating budget) to effect year-end close-out adjustments

Alan Hodge moved, Amy Proctor seconded and the motion carried.

C. Recommendation to grant New Library Building committee the specific power to act concerning proposed new Library facility.

After general discussion, the Board concluded that it would rather handle key building decisions outside of the setting of the standing committee. The recommendation did not receive a motion to consider.

9. Board Comments

Jim Ernst requested a letter be sent to Nancy Medbery, Library Commissioner thanking her for her service.

10. Announcements

The next regular meeting was rescheduled for May 24th at 7:00 p.m. due to a conflict with the DUSD meeting calendar.

11. Adjournment

Amy Proctor, President adjourned the meeting at 10:47 a.m.

Amy Proctor, President

John Gabby, Secretary