

MINUTES-Approved 12/9/10  
DIXON PUBLIC LIBRARY DISTRICT  
GOVERNING BOARD OF LIBRARY TRUSTEES  
7:00 PM, THURSDAY, AUGUST 26, 2010

REGULAR MEETING

BOARD MEETING ROOM, DIXON UNIFIED SCHOOL DISTRICT  
180 SOUTH 1<sup>ST</sup> STREET, DIXON, CA

**1. Call to order**

*The meeting was called to order by John Gabby, Vice-President at the request of Jim Ernst, President at 7:02 p.m.*

**2. Roll call**

<u>Trustees</u>	<u>Staff</u>
Jim Ernst	Gregg Atkins, District Librarian
John Gabby	Sandy Myers, Recorder
Irina Okremtchouk	
Herb Cross	<u>Library Commission</u>
Gildardo Piñon	Greta Galindo, President

**3. Communications**

*None*

**4. Approval of agenda**

*Jim Ernst moved, Gildardo Piñon seconded and the motion carried.*

**5. Public presentations to, or discussion with the Trustees**

*Ginger Emerson read a letter that was presented to Nancy Huston, City Manager (a copy was given to Gregg Atkins, District Librarian) regarding the issue of conflict of scheduling for the community meetings with the City Planning Commission meetings.*

**6. Approval of minutes**

**A. Approval of minutes of Special Meeting of August 12, 2010**

*Herb Cross moved, John Gabby seconded and the motion carried.*

**7. Library Commission President's Report**

*Greta Galindo, President of Library Commission reviewed the following:*

- a. the Library is moving forward on making changes and repairs to comply with ADA requirements. There is some work that needs to be done in the restroom in the staff office, handrails must be installed going up the stairs to the Carnegie, the water fountain must be replaced and there are some other small repairs that will need to be made.*
- b. the Commission has reviewed the budget and is confident in its recommendation to the Board; revenue is down by \$143,00 which required some budget additional adjustments over the previous year's.*
- c. Roberta Wahlberg has left to take a position with Jesuit High School. A reception was held for her with many families attending to say good-bye. She will be greatly missed.*
- d. there will be some personnel changes being made which have been included in the 2010-2011 budget; a new Children's/ Youth Services librarian will be recruited, an additional position will be created for a Reference Librarian, and a new position for a Library Assistant I (Technology Specialization) will be created.*

## 8. District Librarian's Report

*Mr. Atkins added the following:*

*a. the School District and the Library District have mutually agreed to end the arrangement for DPL's use of the DHS library facility.*

## 9. Financial Report

*Gregg Atkins, District Librarian reviewed the end-of-year report for 2009-10, and then discussed the first monthly report (July) for 2010-11.*

## 10. Usage Statistics

*Circulation statistics for 2009-10 are up by 5% and patron count is up by 5.2%.*

## 11. Discussion Items

### A. Library Facility update: report on work being done on the New Library Building Project

*The Project Management Team (PMT) continues to meet with Group 4. During the last meeting floor plans were discussed. The next Stakeholders Group meeting will be held on September 21, 2010 and floor plans will be discussed with that group.*

### B. Election boundary issue update: report on efforts underway to resolve boundary issue

*As currently understood, the Library District will have to go to court with the Vacaville Library District as joint plaintiffs to gain final ratification of boundaries due to the flawed 1968 boundaries ruling (because of the wrong map being attached to the documents). Addison Covert, attorney is working on the draft of the letter that will be sent to Vacaville and Mr. Atkins has briefed the Solano Count Library director. The issue must be cleared up before a bond election could be held.*

## 12. New Business:

### A. Recommendation to adopt 2010-2011 General Operating Budget

*Mr. Atkins presented the budget recommendation. Irina Okremitchouk asked if there was a budget advisory board; Greta Galindo pointed out that the Library Commission is the advisory board to the Library Trustees. The budget process begins in January or February and concludes in August with many revisions being made along the way.*

*Jim Ernst moved, Herb Cross seconded and the motion carried.*

### B. Recommendation to adopt 2010-2011 Development Impact Fees budget

*Herb Cross moved, Jim Ernst seconded and the motion carried.*

### C. Recommendation to appoint Greta Galindo and Susan Ostergard to three-year terms on the Library Commission

*John Gabby explained that he, Herb and Gregg served as the selection subcommittee. There were two new applicants and Greta Galindo and Susan Ostergard reapplied. After the interviews it was decided that in the best interest of the Commission Greta and Susan would be reappointed so as to maintain some consistency moving forward on the building project. It was noted that if any vacancies arise that these two candidates were to be considered first.*

*Herb Cross moved, John Gabby seconded and the motion carried.*

### D. Recommendation to change regular meeting start time to 6:00 p.m.

*Jim Ernst moved, Herb Cross seconded and the motion passed*

## 13. Board Comments

*Irina Okremitchouk raised a concern, related to a newspaper report, that staff members might choose to leave if they felt pressured into supporting the library project and wondered if the Library could in fact do so. Mr. Atkins replied that he had discussed the matter with counsel, and that the District was within the guidelines. Greta Galindo noted that the Library Commission had already reviewed staff concerns.*

*Jim Ernst suggested that all the board members attend a Library Commission meeting at least once a year to see how they are conducted. Herb Cross stated that the Commission is doing an outstanding job.*

**14. Announcements**

*None*

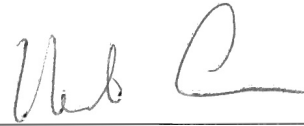
**15. Adjournment**

*John Gabby, Vice- President adjourned the meeting at 8:28 p.m.*



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*Jim Ernst, President*



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*Herb Cross, Secretary*