

**MINUTES-Approved 6/1/2009
DIXON PUBLIC LIBRARY DISTRICT
NEW LIBRARY BUILDING COMMITTEE
9:00 AM, MONDAY, MAY 4, 2009**

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

1. Call to order / Jim Ernst, Vice-President Trustees

The meeting was called to order at 9:03 a.m. In the absence of President Amy Proctor, Jim Ernst chaired the meeting.

2. Roll call

Trustees

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

Commission

Greta Galindo, President (absent)
Nancy Medbery, Vice-President
Shane Taber, Secretary (absent)
Marjorie Rothrock
Susan Ostergard

City of Dixon

Jack Batchelor, Mayor (absent)
Nancy Huston, City Manager (absent)

Staff

Gregg Atkins, District Librarian
Sandy Myers, Recorder

3. Communications

None

4. Approval of agenda

Alan Hodge moved, Marjorie Rothrock seconded and the motion carried.

5. Public presentations to or discussion with the Commission

Mr. Riddle expressed his concern about publicizing the Building Committee Meetings. He stated he could not find where the meeting was being held or any information on it. He was concerned that the public sector was not being informed as to the progress of the New Library. Mr. Atkins explained that the agenda is posted and that it is also available on the web-site. He further instructed Mr. Riddle on where on the web site it is located. Mr. Atkins has also explained that the process of needing a new library has been going on for years. Since 2002 focus groups and meeting have taken place. In 2002 a needs assessment was completed with public input and that document is being revisited to bring it up to date. In the years between 2002 and now the library had been trying to acquire a location to build a new library. In 2008 and early 2009 property was finally purchased and the New Library Building Project is again in the forefront.

Larry Simmons cautioned that the library needs to keep the public as informed and involved as possible.

6. Approval of minutes

*Susan Ostergard moved, Nancy Medbery seconded and the motion carried to approve the minute with the correction of Item 6B Line 2 to read place a bond measure on the ballot allows for the required 125 days period **prior** to the election.*

7. Discussion items:

A. Review of revised draft of public survey tool

Linda Demmers has made the changes to the survey as requested by the Library Board and Library Commission. The survey was again reviewed and the request to add:

- *check all that apply statement be added to number 6*
- *U.C. Davis be added to number 8*

The goal is to have as many surveys completed on-line as possible so that survey monkey does the calculation. The survey will be in both English and Spanish and available in paper format as well. The survey will run for at least one month.

B. 13 Library Roses (“Service Responses”)

Linda Demmers has requested that all persons at the meeting rank the 13 responses from 1 to 5 with 5 being the most important. These responses will then be sent to her for evaluation. This will help in the process of focus group meetings.

C. Looking Around: Who Lives in Dixon? A Group Conversation

--identification of key stakeholders by demographics

Names for key stakeholders were tossed around. Some of the suggestions were:

- *The past 10-15 years of Citizenz of the year*
- *Maramae Burton*
- *Barbara Beckworth*
- *Alan Schmeiser*
- *Ernest Weyand*
- *Ardeth Reidel*
- *Victoria Copas*
- *Jill Orr*
- *Dixon Mother Club*
- *Friends of the Dixon Library*
- *Services Clubs*
- *Churches*
- *Senor Center*
- *4H Club*
- *Sports programs*

--suggestions for focus groups

No definite focus groups were established but after talking to the key stakeholders groups could be formed from the information ascertained. The first Community Meeting will be some time in July.

D. What About...? Discussion about key issues related to our approach to a new building

--Sustainability

The LEED ratings were discussed. It is the goal of all persons involved to build as green as possible within the budget. Some of the areas to look at are lighting, energy efficiency, water conservation, and using environmentally friendly products. New materials are out on the market now that will be worth looking at. Mike Smith volunteered his services when we begin to look at the sustainability issues.

E. Revised Project Logo

The revised project logo will be used in all communication about the New Library Building.

8. Committee Comments

Gary Archer suggested that it be made clear that all committee members are willing to move in the current direction. All board members stated that they are moving in the right direction and continue will continue to go forward.

Mike Smith noted that a good way to bring the public up to date would be to have all information past and current be on the Library's web-site. Post the circulation statistics so the public can see how many people the library are using the library.

9. Announcements

None

10. Adjournment

The meeting was adjourned at 10:50 a.m.



Amy Proctor, President



John Gabby, Secretary