

**MINUTES-DRAFT
DIXON PUBLIC LIBRARY DISTRICT
LIBRARY COMMISSION
6:00 PM, MONDAY, FEBRUARY 22, 2010**

**BOARD MEETING ROOM, DIXON UNIFIED SCHOOL DISTRICT
180 SOUTH 1ST STREET, DIXON, CA**

1. Call to order / Greta Galindo, President

Shane Taber, Secretary called the meeting to order at 6:08 p.m. in the absence of Greta Galindo, President.

2. Roll call

Commissioners

Greta Galindo, President-excused
Susan Ostergard, Vice-President
Shane Taber, Secretary
Marjorie Rothrock-excused
Olivia Stringer

Staff

Gregg Atkins, District Librarian
Sandy Myers, Recorder

Trustee Liaison

Herb Cross

3. Communications

None

4. Approval of agenda

Olivia Stringer moved, Susan Ostergard seconded and the motion carried.

5. Public presentations to or discussion with the Commission

None.

6. Approval of minutes

A. Regular meeting of January 25, 2010

Susan Ostergard moved, Olivia Stringer seconded and the motion carried.

7. Financial reports and approval of expenditures

A. Review of expenditures for January 2010, dated February 2, 2010 for \$74,292.24.

Mr. Atkins reported that the Operating Budget is on target and continues to be monitored closely so that the library does not overspend its budget.

Susan Ostergard moved, Olivia Stringer seconded and the motion carried.

8. Librarian's Report – 1/26/10-2/22/10

Mr. Atkins added the following

- *Mr. Atkins was asked to speak at the State of the City meeting. He talked about the challenges the library faces and the process for the selection of an architectural firm. People in the community had noticed that there were architects around town recently taking pictures. People in the community are beginning to get excited.*

The Librarian's report was unanimously accepted.

9. Statistical Reports-

A. Circulation, Patron, Collections, Reference

Overall statistics show a 3% gain over last year at this time.

The statistical reports were unanimously accepted.

10. Discussion Items

A. Library facility update

The sewer in the old house backed up into the basement. The city came in and did the clean-up and disinfected the basement. They will be putting in a plug so the back-up does not occur again.

The power and gas have been disconnected from the house and on the 24th the gas line will be removed by PG&E out to the street.

The old house is scheduled to be burned on May 31st in a training clinic by the Dixon Fire Department. Prior to the burn the asbestos must be removed and some stair treads put back in. Three asbestos removal companies have been contacted for bids on the removal.

Today the sub-committee began screening of the 25 proposals that were submitted and they will meet again on Monday to select the finalists.

B. Upcoming meetings, workshops, etc. of possible interest to Library Commission

Upcoming meetings include CALTAC, CLA Legislative Day in the District, CSDA Legislative Day. Some of the Commission is interested in the CLA Legislative Day on April 16th. Mr. Atkins will be in contact with more information as he receives it.

11. New Business

A. Recommendation to approve Commission letter in support of a new library facility for distribution to newspapers

The Commission reviewed and revised the current letter and has tabled approval until March 11th at a Special Meeting.

Susan Ostergard moved, Olivia Stringer seconded and the motion carried.

B. Recommendation to approve delay of start of 2010-2011 budget development activity until June 2010

Due to the lack of information and county predictions currently available, Mr. Atkins recommended that the budget development process for 2010-2011 begin in June of 2010.

Susan Ostergard moved, Olivia Stringer seconded and the motion carried.

12. Announcements

None

13. Agenda development for Commission meeting of March 15, 2010

A. Leg Day

14. Commission comments

None

15. Adjournment

The meeting was adjourned at 7:05 p.m. by Shane Taber, Secretary.