

MINUTES-Draft
DIXON PUBLIC LIBRARY DISTRICT
LIBRARY COMMISSION
6:00 PM, MONDAY, MARCH 16, 2009

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

1. Call to order / Greta Galindo, President

The meeting was called to order at 6:05 p.m.

2. Roll call

Commissioners

Greta Galindo, President

Nancy Medbery, Vice-President-excused

Shane Taber, Secretary

Susan Ostergard

Marjorie Rothrock

Staff

Gregg Atkins, District Librarian

Sandy Myers, Recorder

Trustee

John Gabby

3. Communications

Mr. Atkins discussed the letter regarding the donation for the new library. Angelina McKinsey, President of MartinPearl publishing is also very interested in being actively engaged in the fundraising efforts for the library.

4. Approval of agenda

Susan Ostergard moved, Marjorie Rothrock seconded and the motion carried.

5. Public presentations to or discussion with the Commission

None.

6. Approval of minutes

A. Regular meeting of February 23, 2009

Susan Ostergard moved, Marjorie Rothrock seconded and the motion carried.

7. Financial reports and approval of expenditures

A. Review of expenditures for February 2009, dated March 3, 2009 for \$106,281.42

Measure B Revenue is currently 6% under last year's figures. County predicted that it could be 6%-8% less this year due to the economy. There is approximately \$17,784 left in the Impact Fee account after the land purchases have been made. Due to the low balance the interest earned will also be greatly decreased. There have not been many permits pulled for new construction so the revenues for this account will grow slowly.

Solano County owes Dixon Public Library District approximately \$25,000 for the time period when the county was changing accounting systems. The money will be

paid to the Library with compounded interest and the County is currently working on providing the accurate figures on what it owes.

The budget freeze that was imposed is in effect and will remain so until there is indication that it could be lifted. The Governing Board of Library Trustees requested that Mr. Atkins identify an additional 1%-2% (approximately \$30,000) in cuts. Should it become necessary these cuts would then be implemented as well.

Marjorie Rothrock moved, Shane Taber seconded and the motion carried.

8. Librarian's Report – 1/27/09-2/23/09

Mr. Atkins added the following items:

- a. The audit was accepted by the Governing Board of Library Trustees.*
- b. The new name for the super system is North Net Library System.*
- c. The new web site for the Dixon Public Library was demonstrated*

The Librarian's report was unanimously accepted.

9. Statistical Reports-

A. Circulation, Patron, Collections, Reference

The statistical reports were unanimously accepted.

10. Discussion Items

A. Library facility update

Mr. Atkins flew to Los Angeles to meet with Linda Demmers, Library Consultant regarding the processes to take going forward with the new library. She and Mr. Atkins are completely in agreement about the direction to go. Ms. Demmers has tools in place for the library to use. She will be at the next Ad-hoc meeting on the 26th of March and will give a PowerPoint presentation.

Mr. Atkins discussed the property limitations with the City. The City is putting in place the process to quit claim the parcel next to the Miller building to the Library. The final action will need to go before the City Council.

There has been an interest by some members of the community to join the Ad-Hoc Building Committee. The Governing Board of Trustees has voiced a concern that the meetings not become so big that they are ineffective. The Commission would like to see no more than two community members on the committee. The criteria for choosing those members must be fair and has not been determined yet.

Mr. Atkins then suggested that instead of adding to that committee, the committee be dissolved and a working meeting be held once a month jointly with the Governing Board and the Commission. These meetings would be posted and open to the public. Holding the meetings in this manner would allow for all community members who wish to attend to be able to and at the same time would allow for all members of the Trustees and Commission to have the information at the same time. This would eliminate time lags that may occur otherwise in the decision making process. The Commission indicated its support of this suggestion.

B. CLA / CalTAC / CSLA Legislation Day (4/14/2009)

Leg Day is from 8:00 a.m. till afternoon. Anyone wanting to attend must let Gregg know by Friday, March 20, 2009.

11. Announcements

Shane Taber spoke with Angelina McKinsey while picking up a copy of "The Lincoln Secret".

12. Agenda development for commission meeting of April 20, 2009

a. Library Facility

b. Angelina McKinsey to meeting

13. Commission comments

None

14. Adjournment

The meeting was adjourned at 7:04 p.m.

Greta Galindo, President

Shane Taber, Secretary