

**MINUTES-Approved 4/21/2008
DIXON PUBLIC LIBRARY DISTRICT
LIBRARY COMMISSION
6:30 PM, MONDAY, MARCH 17, 2008**

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

1. Call to order / Marjorie Rothrock, President

The meeting was called to order at 6:32p.m.

2. Roll call

Commissioners

Marjorie Rothrock, President
Greta Galindo, Vice-President
Nancy Medbery-Secretary-excused
Susan Ostergard
Shane Taber

Staff

Gregg Atkins, District Lib.
Sandy Myers, Recorder

Library Trustees

John Gabby

3. Communications

None

4. Approval of agenda

Greta Galindo 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 February 25, 2008

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

7. Financial reports and approval of expenditures

A. Review and approval of expenditures for February 2008, dated March 3, 2008 in the amount of \$114,874.34.

Greta Galindo moved, Shane Taber seconded and the motion carried.

8. Librarian's Report – 2/26/08-3/17/08

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

A Letter of Intent will be sent on Friday to LandBank Development (Carl Gustafson). The letter of intent lists conditions

that must be met in order to proceed. He will be given two weeks (March 28th) to respond. If in the response he does not want to relinquish all rights to the property then it will be considered as a deal breaker.

The EIR for the Southwest Community project is scheduled to go to the City by the end of May for approval.

B. Budget development information

Mr. Atkins reminded the Commission that the timeframe was slowed down for the development of the budget. The County is now estimating a 2% growth for property tax. This will probably mean a flat growth in Measure B proceeds. Cost of living increase is pegged at 3.8%. This may mean that the library will develop a slightly larger budget in these areas to account for coverage.

C. Policy manual update

Approved updates to the Policy Manual were handed out.

D. Review of National Library Week / 95th Anniversary Events

Mr. Atkins went over the events for National Library Week. They were posted in the Newsletter as well, and will appear in an ad in the Dixon Tribune..

11. Announcements

The Library will again have a float in this years May Fair Parade. CSDA's Strategic Planning Conference in Emeryville on 5/2/2008. Sandy will make the reservations for Nancy Medbery, Marjorie Rothrock, Shane Taber, Susan Ostergard and herself.

12. Agenda development for Commission meeting of April 21, 2008


- a. Review of Policy that covers the Commission's terms of office
- b. Meeting at 6:00 p.m. (if all agree)

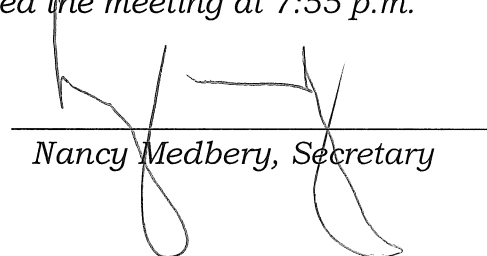
13. Commission comments

None

14. Adjournment

Marjorie Rothrock, President adjourned the meeting at 7:55 p.m.


Marjorie Rothrock, President


Nancy Medbery, Secretary