

MINUTES – APPROVED 7/18/2011
DIXON PUBLIC LIBRARY DISTRICT
LIBRARY COMMISSION
6:00 PM, MONDAY MAY 16, 2011

COUNCIL CHAMBER, CITY HALL-CITY OF DIXON
600 EAST A STREET, DIXON, CA

1. Call to order / Greta Galindo, President

The meeting was called to order at 6:02 p.m. by Greta Galindo, President.

2. Roll Call

Commissioner

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

Staff

Gregg Atkins, District Librarian
Sandy Myer, Recorder

Governing Board Liaison

Herb Cross

3. Communications

None

4. Approval of agenda

Susan Ostergard moved, Shane Taber seconded and the motion carried.

5. Public presentations to or discussion with the Commission

The following persons addressed the Commission:

- *Joe Dingle complained about the material provided in response to his public records request. He also requested that policy 7020 be placed on the next agenda. He again voiced his concerns regarding information given to AIM Consulting.*
- *Ginger Emerson stated her concerns about lack of a response to her letter and requests the Commission look at its policy regarding written responses.*
 - *Nancy Schrott voiced her concerns about policy 7020.*
 - *Patricia Perfecto voiced her concerns about current management*
 - *Jennifer Springfield voiced her concerns about not being able to come to the Commission during her employment because of fear of consequences*
 - *David Werrin asked the Commission to review the recording of the latest Governing Board meeting.*
 - *Shirley Humphreys encourages a look at joining Solano County as a branch*
 - *Mike Ceremello raised concerns about Brown Act violations by the Commission. brief. He states that policies need to be changed*
 - *Ian Arnold asked that policy 7020 be placed on the agenda.*
 - *David Werrin wants policy 7020 to be changed*
 - *Irina Okremtchouk stated she will not stand by policy 7020.*

6. Approval of minutes

- **Meeting of April 18, 2011**

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

7. Financial reports and approval of expenditures

A. Review of expenditures for April 2011, dated May 9, 2011 for \$93,818.15

Mr. Atkins reported that Measure B revenue is still below the estimated amount. Income by the end of the year will hopefully reach \$885,489.00. That will still be

\$106,884 below anticipated revenue. Steps have been taken to make adjustments so as not to close with a deficit.

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

8. Librarian's Report – 4/19/11 – 5/16/11.

The Librarian's report was unanimously accepted.

9. Statistical Reports

A. Circulation, Patron, Collections, Reference

It was pointed out the dates were wrong on the reference statistics. The statistics were unanimously accepted.

10. Discussion Items

A. Library facility update

The CEQA / EIR report draft is expected to be to the District by the end of the month from LSA. It will first be reviewed by the District and then made available to the public for review and comments. It will then be revised as necessary and presented to Library Board for discussion and approval.

B. Library District pursuit of legislative authority to effect change in governance structure – update

The Governing Board of Library Trustees adopted a resolution directing the District Librarian and legal counsel to seek legislative authority (through the insertion of new language in the Education Code) so that the Library Board would become a directly-elected body totally separate from the DUSD school board. As done by the two other districts which have done this, the Commission would become the first board by appointment, and after a period of time the Board transition into a directly-elected board. The plan to use the Omnibus bill as an approach to accomplish this simply was unsuccessful, due to an objection. At the last meeting of the Library Board of Trustees Mr. Atkins was directed to hold a Community Forum to review various options for achieving an elected Board. The tentative date for the forum is May 26th.

C. FY 2011-2012 budget development – review of preliminary budget

Mr. Atkins reviewed revenue and expense predictions. Contract expenses related to the new building project were reviewed. LSA's contract has a remainder of \$48,000; the AIM contract remainder is \$15,000; there will be legal fees regarding the governance issue. The remaining \$80,000 in Building Fund reserve will be used for these expenses.

In reviewing the general operating budget proposal, Mr. Atkins discussed two new personnel options for covering the shortfall in addition to the ones previously examined: using reserves or imposing furloughs. Mr. Atkins informed the Commission that the budget was discussed at a recent staff meeting; the staff preferred taking furloughs to paying their share of PERS.

The proposed budget will be presented to the Governing Board of Library Trustees on June 9, 2011 for review.

Greta Galindo, President asked Mr. Atkins to predict what increases may take effect in FY 2012/13 as part of the discussion at the next meeting. She feels that furloughs are not a long term solution to budget shortfalls, and that the District must maintain funds to cover expenses for 6 months until property taxes are collected. Mr. Atkins noted that Solano County has concerns that they may not be able to float loans to agencies to cover expenses until taxes come in.

Mr. Atkins reported that the May Revision of the State Budget restored \$21,774 that was slated to be taken away. The budget presented to the Governing Board of Library

Trustees will show this amount as income, which thereby balances the budget and eliminates the need to exercise one of the personnel options.

D. Review of library policy concerning student library aides

Susan Ostergard suggested changes to the policy. The Commission will review the policy at the next meeting.

E. Review of Policy 1140 Response to Public Complaints

Mr. Atkins will contact County Counsel (Carrie Scarlotta) to review the existing policy and provide advice to the Commission.

11. New Business

A. Recommendation to approve Facilities Use Agreement Between the City of Dixon and the Dixon Public Library District

Mr. Atkins reminded the Commission that if the City needed the space, the Library District would be bumped. The Library District could consider obtaining a Grannica software license to provide live internet streaming of the meeting.

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

B. Recommendation to approve Resolution 2011-02, A Resolution of Library Commission of the Dixon Public Library District Approving the Form and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk management Authority's Medical Benefits Program

Susan Ostergard moved, Shane Taber seconded and the motion carried.

C. Recommendation to approve Resolution 2011-03, A Resolution of the Library Commission of the Dixon Public Library District Approving the Form and Authorizing the Execution of a Memorandum of Understanding and Authorizing Participation in the Special District Risk Management Authority's Medical Benefits Program

Susan Ostergard moved, Shane Taber seconded and the motion carried.

12. Announcements

None

13. Agenda development for meeting of June 20, 2011

- a. Policy 1140
- b. Review of budget
- c. Review of student aide policy
- d. Policy 7020

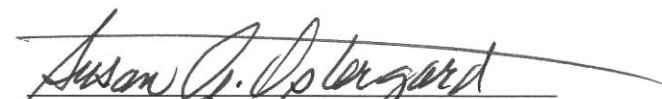
14. Commission comments

Marjorie announced that she has enjoyed her 8 years sitting as a Commissioner of the Dixon Public Library District up until recently. She hopes Dixon will have a new library in the near future and believes that the size of the library contributes to the problems it is now facing. She thanks everyone for the time and effort that it takes to attend the meetings.

Shane Taber announced her resignation. She has accepted a positioning Japan and will be leaving in August.

15. Adjournment

The meeting was adjourned at 8:40 p.m. by Greta Galindo, President.


Greta Galindo, President


Shane Taber, Secretary