

MINUTES
DIXON PUBLIC LIBRARY DISTRICT
LIBRARY COMMISSION
6:00 PM, MONDAY, SEPTEMBER 15, 2008

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 6:02 p.m.

2. Seating of new Library Commissioner: Shane Taber

Mr. Atkins administered the oath of office to Shane Taber for a new, full 3-year term.

3. Roll call

Commissioners

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

Staff

Gregg Atkins, District Lib.
Sandy Myers, Recorder

4. Communications

Copies of the article in the Dixon Tribune regarding the Library's purchase of the LeFever, Pereira and Miller properties were distributed to the Commissioners. The press release that was sent to the Dixon Tribune, Vacaville Reporter, Daily Republic, Enterprise and the Independent Voice was also handed out.

5. Approval of agenda

Nancy Medbery moved, Shane Taber seconded and the motion carried.

6. Public presentations to or discussion with the Commission

None

7. Approval of minutes

A. Regular meeting of July 21, 2008

Shane Taber moved, Susan Ostergard seconded and the motion carried to approve the minutes with the correction to state Shane Taber had been elected as secretary (not Susan Ostergard).

8. Financial reports and approval of expenditures

A. Review and approval of expenditures for final end-of-year report June 2008, dated July 31, 2008 in the amount of \$163,217.92

*Mr. Atkins noted that \$99,630.80 in unspent income was transferred to the Building Reserve Fund (General Fund Balance).
Shane Taber moved, Nancy Medbery seconded and the motion carried.*

B. Review of expenditures for July 2008, dated August 4, 2008 for \$65,949.17

Shane Taber moved, Nancy Medbery seconded and the motion carried.

C. Review of expenditures for August 2008, dated September 5, 2008 for \$99,326.36

Shane Taber moved, Nancy Medbery seconded and the motion carried.

9. Librarian's Report – 7/22/08 - 9/15-08

Mr. Atkins added the following to his written report

a. Gregg will be going to the City Council meeting next week to formally announce the purchase of the LeFever, Pereira and Miller properties. He will also thank the City for including the Library District in its Southwest Community Development Plan, and especially for the support and encouragement received around the effort to remain in downtown Dixon.

The Librarian's report was unanimously accepted.

10. Statistical Reports-

A. Circulation, Patron, Collections, Reference

Circulation is up by 27% from last year, the patron count is flat and Reference was a little lower in July and picked up again in August.

The statistical reports were unanimously accepted.

11. Discussion Items

A. Dixon High School Library collaboration-report on new plan being developed with Ahbra Peach, DHS Library / Media teacher

There has been good development and initial work this fall to give shape to some permanent collaboration with the Dixon High School Library. A freshman orientation activity to introduce students to the Public Library and to show them how to apply for an e-card(allows database use) has been implemented and is taught by Roberta Wahlberg, Children's/Youth Service Librarian. Roberta has been asked to come back to demonstrate specific databases and to teach how to evaluate information on web-sites.

D.H.S. Library has given the Public Library a space on their bulletin board to display current events, database information, search engine information etc.

B. Teen Summit: update concerning the DUSD Superintendent's proposed Teen Summit

This idea has collapsed.

12. New Business

**A. Recommendation to approve "Save the School Libraries"
Fine and Fee Amnesty / Diversion**

Susan Ostergard moved, Nancy Medbery seconded and the motion carried.

13. CLOSED SESSION

Real property transactions pursuant to Government Code section 54956.8 ("Brown Act")

Conference with real property negotiator (Gregg Atkins) regarding

Parcel # 0115-081-070 (LeFever)

Parcel # 0115-081-100 (Miller)

Parcel # 0115-081-060 (Pereira)

Parcel # 0115-081-050 (Pereira)

Instructions concerning terms of payment and price

Greta Galindo, President entertained a motion to go into closed session at 6:50 p.m.

14. Announcements from Closed Session

Returned from closed session at 7:25 p.m. There were no announcements.

15. Announcements

None

16. Agenda development for Commission meeting of October 20, 2008

a. content of Commission packets (reports).

17. Commission comments

Nancy Medbery noted that we are entering very exciting times (property purchases, work on a new building, etc.).

18. Adjournment

Greta Galindo, President adjourned the meeting at 7:28 p.m.

Greta Galindo, President

Shane Taber, Secretary