

MINUTES-Approved 10/16/2006
DIXON PUBLIC LIBRARY DISTRICT
LIBRARY COMMISSION
6:30 PM, MONDAY, SEPTEMBER 18, 2006

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 6:32 p.m.

2. Swearing in Ceremony for Newly-Appointed Commissioners

Mr. Atkins, District Librarian swore in Nancy Medbery (1st term), Richard Crawford (2nd term), and Jim Ernst (1st term).

3. Roll call

Commissioners

Marjorie Rothrock, President
Greta Galindo, Vice-President
Richard Crawford
Nancy Medbery
Jim Ernst

Staff

Gregg Atkins, District Librarian
Sandy Myers, Recorder

4. Election of Secretary

A motion to nominate Nancy Medbery as secretary was made by Richard Crawford and seconded by Jim Ernst.

5. Communications

Mr. Atkins sent a letter to Gloria Holly thanking her for her dedication to library while serving as Library Commissioner. The letter also identified two books which will be purchased in her honor.

6. Approval of agenda

Jim Ernst moved, Richard Crawford seconded and the motion carried.

7. Public presentations to or discussion with the Commission

None

8. Approval of minutes

A. Regular Meeting of August 21, 2006

Nancy Medbery moved, Greta Galindo seconded and the motion carried.

9. Financial reports and approval of expenditures

A. Review and approval of expenditures for August 2006, (dated September 6, 2006) in the amount of \$110,717.76

The amount was changed to \$54,378.90 to correctly reflect the monthly expenditure (and not the accumulated yearly amount of \$110,717.76 which was inadvertently used).

Greta Galindo moved, Richard Crawford seconded and the motion carried...

B. Review of Development Impact Fee summary

Mr. Atkins reviewed the development impact fee summary. At the end of 06/07 it is estimated that there will be \$1,133,938.32 in the account.

10. Librarian's Report – 8/22/06 – 9/18/06

Mr. Atkins added the following items to the Librarian's Report

- a. The air conditioning unit on the Carnegie needs to be replaced. The unit has shifted and is now at a tilt and leaking into the building. On Thursday a structural engineer will be out to evaluate if there is additional damage.*
- b. The Dixon Unified School District has asked Mr. Atkins to help with problem areas in the New Dixon High School Library. A subcommittee was formed to address the issues involved.*
- c. The Dixon Unified School District is also exploring the possibility of contracting with the Library District to provide a school librarian to staff the high school library as well as to oversee the K-8 school libraries. This is currently being done by the Redwood City PL for the Redwood City Elementary School District. Jim Ernst voiced his concern about the arrangement. Greta Galindo said, "There may be some interesting possibilities." The Library Commission has directed Mr. Atkins to identify some of the pros and cons.*

The Librarian's report was unanimously accepted.

11. Statistical Reports

A. Circulation, Patron, Collections

Reference statistics continue to rise, patron and circulation statistics continue to grow.

The statistical reports were accepted.

12. Discussion Items

A. New Library Facility

1. Southwest Community Park master plan project

The City Council has agreed to include the Library option in a design study of the Southwest Community Park. The City has contracted with LPA to do the study. The Library District will contract the same firm for the Library portion of the study. LPA will separately report to the Library Commission and Trustees on its proposed park design. There are two workshops scheduled for November: Thursday, November 16th from 7-9 p.m. and Saturday, November 18th all day.

13. New Business

A. Recommendation to endorse 2006 Banned Books Week proclamation

Jim Ernst moved, Nancy Medbery seconded and the motion carried.

B. Recommendation to approve Policy 4230, 4400, 4510

Jim Ernst moved, Nancy Medbery seconded and the motion carried.

14. Announcements

Mr. Atkins advised the Commission that Mr. Valdez was no longer with the Library.

15. Agenda development for Commission meeting of October 15, 2006

a. Policies


b. Pro & Cons discussion about a possible management arrangement for the DUSD libraries

16. Commission comments

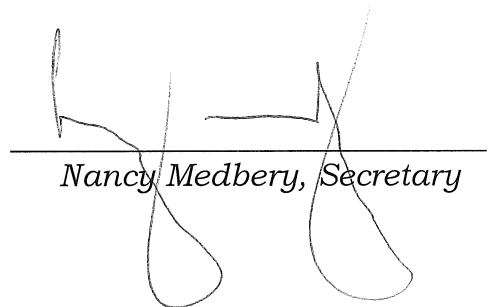
Greta Galindo welcomed Jim Ernst back to the Commission.

17. Adjournment

Marjorie Rothrock, President, adjourned the meeting at 7:48 p.m.



Marjorie Rothrock, President



Nancy Medbery, Secretary