

Minutes—Draft
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
6:00 P. M., THURSDAY, JULY 10, 2014

REGULAR MEETING

MEETING LOCATION
DIXON CITY COUNCIL CHAMBERS
600 EAST A STREET, DIXON, CA 95620

1. **Call to Order**
Mr. Gabby called the meeting to order at 6 pm
2. **Closed session**
No public comments on closed session
3. **Business meeting**
 - a. **Pledge of Allegiance**
Pledge of Allegiance said
 - b. **Roll Call**
 - Trustees
John Gabby, President—present
Andrew Bloom, Vice President—absent
Guy Garcia, Clerk—absent
Caitlin O'Halloran, Member—present
Joe DiPaola, Member—present
 - Staff
Steve Arozena, **Library Director**—present
4. **Notice to the Public**
None
5. **Correspondence**
None
6. **Consent Agenda**
None
7. **Public Comment**
Ginger Emerson made the comment that certain people have been shocked by the shrinking reference collection. Mr. Gabby asked if the magazine collection has also shrunk. Mr. Arozena commented that he doesn't believe the

magazine section is smaller. He also explained that most of the reference titles were deselected from that section because they were not used, outdated, or replaced by online resources. He also said that a secondary reason for moving the DVDs there was to clear a pathway to the Children's Department and keep that hallway clear.

Mr. DiPaola commented that he now likes the new website despite his past reservations.

8. Guests & Presentations

None

9. Director's Report

■ **Budget Report**

■ Mr. Arozena explained that there are two major library funds and that the end of the fiscal year is approaching. The budget reports presented are through June 30 and the final accruals take place before July 15.

■ Mr. DiPaola expressed concerns about the amount of reserves available in the building fund.

■ Mr. Arozena encouraged him to call the library's accountant Gina Dupell with any questions.

■ **Children's Activities**

■ Mr. Arozena reported on the Summer Reading Club and special events. He stated that 96 people attended a bug show with a UC Davis etymologist, 48 attended the 4H Science experiments demonstration and 67 went to the Lego Movie night. There are currently 501 children and 53 teens signed up for the Summer Reading Club. He also reported on the use of the library on its first Sunday.

■ **Continuing Education**

■ Mr. Arozena extended thanks to the Board for letting Catherine Wesenfeld attend the ALA conference in Las Vegas. Mr. Arozena described his tour of the State Archives. He stated that Susan Werrin had completed her conservation webinar and Catherine Wesenfeld had finished her course on using social media to help publicize libraries.

■ **Reroofing of Miller Building**

■ Mr. Arozena said the project was delayed while it was clarified whether or not the contractor required a permit. The roofing was scheduled to start that afternoon and last up to two weeks.

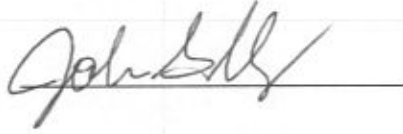
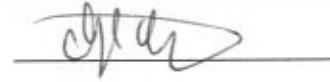
■ Ginger Emerson expressed concern for a person who could not attend the meeting regarding the need for windows in the Carnegie to be replaced. Mr. Arozena stated that the windows require special treatment due to the historical status of the building and that it is one of the projects to be tackled in the coming year.

■ **Ongoing Business**

- **Land boundary issue between Vacaville and Dixon library/school districts**
- Mr. Arozena presented some updated information regarding the taxes collected in the TRAs in question and was able to determine which TRAs were business only, residential only, or a mix of the two. This was part of a project done with Ms. O'Halloran. Mr. Di Paola looked at the report and asked if it was possible to divide TRAs into strictly business or residential. He stressed the importance of making sure no voters are disenfranchised. Do we need to take any action on the unincorporated areas? Ms. O'Halloran stated that we should sit down with Solano County officials and discuss the situation. We should then decide whether or not to change governance or how to proceed. Mr. DiPaola asked who came up with the figures. Mr. Arozena stated that he did after receiving the figures from the Assessor's Office.
- **Amendments to District Board Policies 3100-3195**
- Mr. DiPaola suggested deleting 3110.1.5 if no one qualifies for these benefits mentioned. Under 3150.1 he brought up the section that mentions salaries competitive with Napa and Sonoma Counties. 3170.4 was also mentioned with concern for the mention of "library director or designee." Does that imply that other sections that only mention library director also imply designee? He also commented that the 3000's were not put back on the agenda for approval. Mr. Arozena stated that he thought that we would approve the entire package at once. Ginger Emerson approached the podium to ask about section 3180.4.3.1 and asked whether it limits an employee's appeal to closed session only. Mr. DiPaola stated that the Brown Act gives employees the option of having it heard in either open or closed session.
- **Amendment to District Board Policy 3150 Longevity Pay**
- New wording to include part-timers or people who started out as part-timers being eligibility pay. The policy revision only affects current employees. Mr. DiPaola moved that amendment be approved. Ms. O'Halloran seconded. Motion approved.
- Approval of minutes from June 19, 2014. Ms. O'Halloran approved. Mr. DiPaola seconded. Motion approved.
- No new business. Meeting adjourned.

John Gabby, Board President

Guy Garcia, Clerk

A handwritten signature in cursive script, appearing to read "John Gabby", written over a horizontal line.A handwritten signature in cursive script, appearing to read "Guy Garcia", written over a horizontal line.