

DIXON PUBLIC LIBRARY

GOVERNING BOARD OF LIBRARY TRUSTEES
AGENDA: REGULAR MEETING MINUTES

7:00 p.m., Thursday, January 10, 2019
Council Chambers, City of Dixon

600 East A St., Dixon, CA 95620

1. CALL TO ORDER

- Meeting called to order at 7:15 p.m. due to City Hall doors were not unlocked

2. CLOSED SESSION

- A. Public Employee Discipline/Dismissal/Release [Gov't Code 54957]
- B. Conference with legal counsel - anticipated litigation: Significant exposure to litigation [Govt. Code 54956.9(d) (2)] [One case]

3. ANNOUNCEMENTS FROM CLOSED SESSION

4. BUSINESS MEETING

- A. Pledge of Allegiance 7:31 p.m.

- B. Roll Call of Trustees:
 - Luke Foster, President P
 - Caitlin O'Halloran, Vice President P
 - Melissa Maseda, Member P
 - Jewel Fink, Member Excused
 - John Gabby P

- C. Staff: Roxanne Brown, Acting Interim Library Director P

5. PUBLIC COMMENT

Persons wishing to speak to an agenda item may raise their hand during Public Comment. The Library Board President will recognize you for the discussion at the appropriate time. Speakers will provide their name to the Library Board after which the speaker will have five (5) minutes to speak.

- None

NOTICE TO PUBLIC

Any member of the public wishing to address the Governing Board on a topic within the subject matter jurisdiction of the District but not on the agenda may do so during the PUBLIC COMMENT period identified in this agenda. By law, subjects not on the agenda cannot be acted upon by the Board except to briefly respond, clarify, or refer to staff for review and presentation at a future meeting.

6. GUESTS AND PRESENTATIONS

- None

Pages

7. CORRESPONDENCE

- None

Pages

- 8. CONSENT AGENDA, Pages 5-10**
 A. Approval of December 13, 2018 Agenda Minutes
 Motion made by Member O'Halloran
 Second Member Gabby
 Ayes 4 Noes 0
- 9. INFORMATION ITEMS, Pages 11-22**
 A. Public Facilities Impact Fees Information requested by the Library Board,
 Documents re: Public Facilities Impact Fees, Pages 11-15
 B. Terminix intrusion assessment of bats/rodents on January 3, 2019 – will
 provide bid for prevention of bats/rodents to inside of Library
 Page 16
 C. Dixon Adult Literacy Program December Report Page 17-18
 D. Spanish Language Proficiency Rating Guide Pages 19-22
- 10. DISCUSSION ITEMS Pages 23-24**
 A. Next Steps for the Dixon Public Library Special District, Pages 23-24
 - Board requested the circulation to population percentages to be presented on
 February 14, 2019
 - Find out who conducts "executive searches" for libraries
 - Interested in renovation of library interior
- 11. ACTION ITEMS, Pages 25-70**
 A. Second Reading of DPL Policies
 1) BP 1020, Conflict of Interest, Pages 25-28
 Motion made by Member Maseda
 Second Member Gabby
 Ayes 4 Noes 0
 2) BP 1025 Core Principles for Provision of Library Services, Pages 29-39
 Motion made by Member O'Halloran
 Second Member Gabby
 Ayes 4 Noes 0
 3) BP 3100 Vehicle Use and Cost Reimbursement – with changes, requested
 by Library Trustees, Pages 40-42
 Motion made by Member Maseda
 Second Member O'Halloran
 Ayes 4 Noes 0
 4) BP 3150 Compensation, Pages 43-45
 Motion made by Member Maseda
 Second Member Gabby
 Ayes 4 Noes 0

5) BP 8000 Governing Board of Library Trustees, Pages 46
Motion made by Member O'Halloran
Second Member Gabby
Ayes 4 Noes 0

6) BP 3020, Vacation Leave, Pages 47-49
BP 3020.3 Should read ...for purposes of vacation time and not overtime computation
-Trustees directed changes to language on 3020.5 and BP 3020 brought back for approval at next Regular Board Meeting, February 14, 201. No vote taken.
Motion made by _____
Second _____
Ayes _____ Noes _____

7) Board Policy 3151, Supplemental Bilingual Pay, Pages 50-52
Motion made by Member O'Halloran
Second Member Maseda
Ayes 3 Noes 0
*Member Gabby stepped out of the meeting during Board Agenda Item, 11.7

8) Board Policy 5001, Financial Audit "revision", Pages 53-54
Motion made by President Foster
Second Member O'Halloran
Ayes 4 Noes 0

B. Extension of Acting Interim Director's Contract – Amendment No. 3 to the Acting Interim Director's Contract of Employment, Pages 55-68

Board must state/read in public:

Pursuant to Government Code Section 54953, Subdivision (c)(3). The Board provides this oral summary of the compensation for the part-time and temporary executive position of Acting Interim Library Director. The term of the contract will be extended, commencing December 21, 2018 and ending ~~March 29, 2019~~ *January 31, 2019*. The salary to be paid shall remain at the rate of \$500.00 per day plus daily per diem stipend of \$150.00 per day, less all statutory deductions. The contract or amendment does not provide for any other compensation or benefits.

Motion made by Member Maseda
Second Member O'Callohan
Ayes 4 Noes 0

C. Mandated California Minimum Hourly Wage Increase, Pages 69-70
Revised Library Page Five Step Salary Schedule to reflect mandated hourly increase of \$11.00 per hour as of January 1, 2019

Motion made by President Foster
Second Member Maseda
Ayes 4 Noes 0

12. ADJOURNEMENT

Time: 8:45 p.m.

Pursuant to Government Code Sections: 54953.2, 54954.1, 54954.2, individuals with disabilities who require alternative formats of the agenda and related meeting materials and/or auxiliary aides/services to participate in the meeting should please contact the Library at 707-678-5447. Notification of at least 48 hours prior to the meeting will enable the Dixon Library to make reasonable arrangements to ensure accessibility to the Library Board meeting. Meetings are held in locations which are wheelchair accessible.

January Library Calendar:

- 01: Library Closed – New Year’s Day
- 03: Evening Book Club, The Unlikely Pilgrimage of Harold Fry @ 6:15 p.m.
- 08: Friends of the Library Monthly Meeting @ 5:00 p.m. (2nd Tuesday of each month)
- 10: Morning Book Club, Beartown @ 11:00 a.m.
- 10: Library Board of Trustees Meeting @ 7:00 p.m.
- 11: Library Staff Meeting @ 9:30 a.m.
- 14: Library Closed for Staff Development
- 15: Dixon USD returns from Winter Break
- 21: Library Closed - MLK’s Birthday
- Tues: Baby Storytime @ 10:00 a.m.; Preschool Storytime @ 10:30 a.m.
- Feb. 20 Transportation Advisory Commission at 7:00 p.m. – parking spaces for REDI-Ride in front of Library and/or side of Library continued discussion from meeting held on December 19, 2018



Luke Foster, Board President

2/14/19

Date