

MINUTES-Approved 7/26/2007
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
7:00 PM, THURSDAY, JUNE 28, 2007

BOARD MEETING ROOM, DIXON UNIFIED SCHOOL DISTRICT
180 SOUTH 1ST STREET, DIXON, CA

1. Call to order

The meeting was called to order at 7:03 p.m.

2. Roll call

Trustees
Alan R. Hodge,
Kimberly Poole, President
Shana Levine, Vice-President
Amy Swanson, Secretary
Ernie Van Sant-excused

Staff
Gregg Atkins, District Lib.
Sandy Myers, Recorder

3. Communications

None

4. Approval of agenda

Alan Hodge moved, Amy Swanson seconded and the motion carried.

5. Public presentations to or discussion with the Trustees

Melinda Ingram and Ian Goldberg of Solano County Internal Audit Division presented the results of the Library District's 04/05 and 05/06 audits. The Library received an A+ on the audits, the highest score possible. There were no discrepancies found and there are no recommendations for improvement to be made.

The Governing Board of Library Trustees expressed its appreciation for the staff's diligence and accuracy of maintaining crucial records.

6. Approval of minutes

A. Approval of Regular Meeting March 8, 2007

Amy Swanson moved, Alan Hodge seconded and the motion carried to approve the minutes as written.

B. Joint Special Meeting of April 9, 2007

Amy Swanson moved, Alan Hodge seconded and the motion carried to approve the minutes as written.

7. Library Commission President's Report

None (President Rothrock unable to attend).

8. District Librarian's Report

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

a. Mr Atkins reported that at the trend in libraries today is to have most things become self service, however the Dixon Public Library will continue to provide customer service while offering the option for self service to those who choose to use it.

b. Francis Gatts built a new standup computer counter for the library's OPAC workstations which has dramatically increased floor space as well as housing the equipment more ergonomically and in a more organized fashion.

The Librarian's report was unanimously accepted.

9. Financial Report

The financial reports were unanimously accepted.

10. Usage Statistics

Reference statistics continue to climb. Circulation statistics have flattened out and patron statistics are down by 4% overall due to the construction work that took place on HWY 113.

The statistics were unanimously received.

11. Discussion Items:

A. New Library Facility

1. Southwest Community Park project-

The City of Dixon is in the process of finalizing a contract with LPA and Northfork to update EIR and CEQA documents covering the Southwest Community Park Project. There are some additional matters that must be considered due to the library becoming part of the project; traffic impact and noise level are two of the areas which must be addressed. A statement will need to be added as to how these issues will be addressed. The work is anticipated to be completed by mid July. The project may be submitted by the end of August to the City Council.

B. Update on Library equipment failure

All of the issues in connection with the hacker attack have been resolved, and the new equipment and software allow for much easier management of the system.

12. New Business

A. Recommendation to approve en-of-year adjustment to FY 2006-07 Budget

Amy Swanson moved, Shana Levine seconded and the motion carried.

B. Recommendation to adopt 2007-08 Budget

Amy Swanson moved, Alan Hodge seconded and the motion carried.

C. Recommendation to adopt 2007-08 Development Impact Fees Budget

Shana Levine moved, Amy Swanson seconded and the motion carried.

D. Recommendation to adopt Calendar of Scheduled Meetings for 2007-08

Alan Hodge moved, Amy Swanson seconded and the motion carried.

13. Board Comments

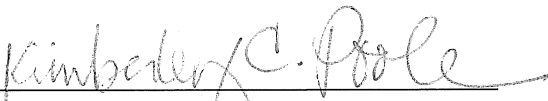
Shana Levine stated that the Dixon High School will be open from 8/1/2007 through 8/10/2007 for staff to begin setting up. She would like the help of the Dixon Public Library staff to help set up the library. The Grand Opening ceremony and tours of the new High School will be on 8/11/2007 at 9:00 a.m.

14. Announcements

None

14. Adjournment

Kim Poole, President adjourned the meeting at 8:11 p.m.



Kim Poole, President



Amy Swanson, Secretary