

**MINUTES-Approved 6/28/2007  
DIXON PUBLIC LIBRARY DISTRICT  
GOVERNING BOARD OF LIBRARY TRUSTEES  
7:00 PM, THURSDAY, MARCH 8, 2007**

**BOARD MEETING ROOM, DIXON UNIFIED SCHOOL DISTRICT  
180 SOUTH 1<sup>ST</sup> STREET, DIXON, CA**

**1. Call to order**

*The meeting was called to order at 7:06 p.m.*

**2. Roll call**

Trustees

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

Staff

Gregg Atkins, District Lib.  
Sandy Myers, Recorder

**3. Communications**

*None*

**4. Approval of agenda**

*Alan Hodge moved, Ernie Van Sant seconded and the motion carried.*

**5. Public presentations to, or discussion with the Trustees**

*None*

**6. Approval of minutes**

**A. Approval of Regular Meeting December 14, 2006**

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

**7. Library Commission President's Report**

*a. Almost three years ago a multi-jurisdiction compensation survey showed that the District salaries were too low compared to surrounding libraries. The Commission adopted a policy to establish and maintain District salaries at a mid-point. With the latest review and action taken in January 2007, by the Commission, all District salaries are now at the mid-point.*

*b. A library construction bond AB 156 had been introduced with a bond amount of \$4 billion. The library being in the Southwest Community Park project would be a strong contender in the application process.*

*c. The Friends of the Library contributed nearly \$3,000 to be used for Children's and young adult programming. The largest amount to date, reflecting on the tireless effort by a small group of volunteers.*

*d. During a recent computer invasion the Commission would like to express that they are proud of the way in which staff acted to keep all library services available and to implement a recovery plan which has resulted in a much more secure and efficient Library computer network.*

**8. District Librarian's Report**

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

*a. The Bond Act AB 156 is being supported by public libraries and school libraries.*

b. *CSDA Risk Management sent a representative to conduct an inspection of the library and how its safety policy is managed, as well as visually inspecting the library. The Library passed with flying colors. The Librarian's report was unanimously accepted.*

## 9. Financial Report

*Mr. Atkins reported that Measure B revenue is 7% ahead of last year. Expenditures are currently at 47%. The Governing Board would like a spreadsheet prepared for Future Building monies.*

*The financial reports were unanimously accepted.*

## 10. Usage Statistics

*Reference statistics continue to climb. Circulation statistics are up by 2%.. The statistics were unanimously received.*

## 11. Discussion Items:

### A. 2007-2008 Budget Assumptions

a. *6% increase in income was assumed*

b. *\$36,000 personnel cost increase to account for COLA's and step increases. Personnel costs are 65% of the budget*

c. *\$10,000 in material increase.*

### B. New Library Facility

#### 1. Southwest Community Park Project

*The City has agreed to include the Library in the project. Necessary studies and planning will take place in the coming months. When asked the time frame Mr. Atkins stated that it would be about 3years to begin building the library. Currently there is no infrastructure in place.*

#### 2. Date for special joint meeting with Library Commission

*April 9<sup>th</sup> is the target date for the special joint meeting. Kim Poole will send notice for the joint meeting to the Board and Marjorie Rothrock will send notice to the Commission.*

### C. Update on Library equipment failure

*The computer equipment is up running in an efficient manner.*

## 12. Board Comments

*Marjorie enjoyed being here.*

*Ernie Van Sant stated what an outstanding job Mr. Atkins did at the State of the City Address.*

*Shana Levine would like a policy developed for indigent persons. She also suggested that a LCD screen be used to project the digitalized historical photos in the library.*

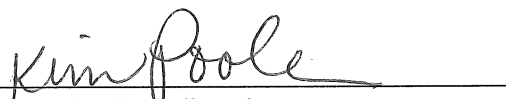
*Amy Swanson stated that she is still learning the workings of the library.*

## 13. Announcements

*None*

## 14. Adjournment

*Kim Poole, President adjourned the meeting at 8:40 p.m.*

  
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Kim Poole, President

  
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Amy Swanson, Secretary