

Minutes-Draft
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
6:00PM, THURSDAY, JUNE 14, 2012

REGULAR MEETING

MEETING LOCATION:
COUNCIL CHAMBER, CITY HALL, CITY OF DIXON
600 EAST A STREET, DIXON, CA

1. Call to Order

The meeting was called to order at 6:06p.m. by Irina Okhremtchouk, President.

2. Pledge of Allegiance

The Pledge of Allegiance was recited.

3. Roll Call

Trustees

Irina Okhremtchouk-President
Gildardo Piñon, Vice-President -excused
Herb Cross, Secretary
Joe DiPaola-excused
Guy Garcia

Staff

Sandy Myers, Acting District Librarian

4. Communications

None

5. Approval of Agenda

Ms. Okhremtchouk suggested modifying the agenda slightly, tabling Item 12. C. Authorize Independent Auditor as Mr. Piñon could not be in attendance. Herb Cross moved, Guy Garcia seconded and the motion carried to approve the agenda as amended.

6. Approval of minutes

A. Special Meeting of September 8, 2011

Herb Cross moved, Guy Garcia seconded and the motion carried.

B. Regular Meeting of March 8, 2012

Herb Cross moved, Guy Garcia seconded and the motion carried.

7. Acting District Librarian Report

- Corrections have been made to the State Statistics, however the currently published figures cannot be corrected because they have already been published. The State Library does have the corrections on file. In addition the figure for FY 10/11 has been submitted and is in the process of being finalized. Correct figures will be 88072. In looking back to find what was used to obtain the incorrect figures the wrong report was used.*

The Librarian's report was accepted.

8. Financial Report

Ms. Myers reviewed the Measure B Revenue. Currently it is \$63,389.64 above last year at this time. One more check is still to be received. It may not get here before the end of June and would then have to be deposited into the July budget.

The remaining financial reports were reviewed. Expenditures still have some accounts outstanding. There are a few big expenses that have not cleared. The Atkinson, Andleson attorneys and Aim Consulting are still outstanding. The Library should still end at the end of the year with a small surplus.

- Member of the public inquired if the figures reporting now was prior to Measure L passing
- Mr. Dingler inquired into the status of the contracts for the New Library Project. Ms. Okbremtchouk stated that the Board will decide whether to move forward with the building project or whether to put a moratorium on the project at a Board meeting in the very near future.
- Mr. Dingler requested the item be put on the agenda as soon as possible to terminate the contracts in regards to the Building Project.
The financial reports were accepted.

9. Usage Statistics

The usage statistics were reviewed. There will again be a Daily statistics report cumulated into a monthly report.

10. Public Comment

- Ms. Emerson inquired into Mr. Atkins membership in Rotary. She was informed that Rotary is paid through June and then expires. Ms. Emerson stated that there needs to be an emphasis put on healing after the last administration.
- Mr. Werrin inquired as to the status of the EIR report and would like to see the report that was paid for
- Ms. Emerson requested that both the original EIR report and the report as it stands now be obtained. Ms. Okbremtchouk directed Ms. Myers to check the status of the EIR.
- Mr. Dingler pointed out that there may be an additional cost to obtaining the EIR report
- Ms. Emerson stated the New Board must clean up the mess left behind.
- Ms. Schrott-the authorization of who reviewed was never disclosed. Mr. Garcia wants a chronicle of the process to date.
- Member of the public stated the new Board needs to take responsibility to clean up
- Ms. Perfecto stated that the EIR information should have already been out to the public

11. Discussion Item

A. FY 2012-13 Budget Development Review Draft Budget

Ms. Myers presented the draft budget that was given to the Library Commission who passed on the responsibility of preparing the budget to move to the Library Board for approval. It is presented as a balance budget. Consulting fees were lowered; legal expenses are set at \$10,000, which is what it was prior to the New Library Building project.

Ms. Myers requested that mileage be added to the budget to cover delivery costs and cost of library business. State figures for mileage would be used. Ms. Okbremtchouk stated that this would be looked at.

A member of the public stated that she would like the Board to keep in mind that some of the people that were re implemented were part of the problem and needs to be addressed.

Ms. Perfecto asked what impact the Grand Jury report has on the budget. The Board will have to discuss the Building Project. Okhremtchouk stated that a forensic audit will be conducted at a cost to the new budget. What ever the auditor might find could impact the budget.

Mr. Cross asked if there was a time frame for the new budget to be adopted. Ms. Myers stated that the final budget must be approved by August 31, 2012.

B. Schedule of Meetings

The schedule of meetings was discussed. Possible alternate dates and times was discussed.

12. New Business

A. Carnegie Library Plaque

Ms. Okhremtchouk inquired as to the process of putting the plaques up. Ms. Myers said there was no process set up. Ms. Schrott stated that two plaques have been commissioned. One is commemorating the Women's Improvement Clubs (WIC) involvement with the Carnegie Library and the other is a Dixon Carnegie Library Preservation plaque. She stated that the WIC would be willing to pay for the mounting of the WIC plaque to the Carnegie as she believes the Dixon Carnegie Preservation Society would probably pay for the mounting as well. Ms. Okhremtchouk asked Ms. Schrott to see where the WIC's and the Dixon Carnegie Library Preservation would like the plaques affixed.

At the suggestion of Ms. Okhremtchouk the Board directed Ms. Myers to work with Ms. Schrott and the Preservation Society to have the plaques mounted and have a ceremony to celebrate the placement.

Mr. Werrin asked if there was money in the budget to spruce up the Carnegie and if we have money in the budget to do maintenance.

Ms. Emerson stated that the plaques that are currently there are difficult to read. Would they be able to be cleaned up.

Ms. Okhremtchouk asked that a motion be made to receive the plaques and to affix the plaque to the Carnegie. Guy Garcia moved, Herb Cross seconded and the motion carried.

B. Grand Jury Report

Ms. Myers stated some of the information for the report. Ms Okhremtchouk summed up the report. Grand Jury found we spent over 2 million on the Building Project and have little to show for it.

The findings are as follows:

Recommendation 1- Governing Board of Library Trustees require that future audits be completed no less than 180 days following the end of the fiscal period.

Ms. Okhremtchouk stated that a forensic audit has been authorized and they are proceeding with moving forward with hiring a firm in the very near future.

Recommendation 2- Governing Board of Library Trustees develops a financial plan to address the decline in net assets and cash.

Recommendation 2b- Governing Board of Library Trustees coordinate with the County Director of Library Services to determine the economic benefit and viability of joining the Solano County Library System.

Ms. Okhremtchouk has been in contact with the director and is awaiting a proposal.

Recommendation 3- Governing Board of Library Trustees develop a plan of action to deal with the possibility that the 1/8 cent library sales tax will not be extended.

Measure L which will continue the 1/8 sales tax has passed.

Ms. Okhremtchouk is working with the attorney's to respond to the Grand Jury.

C. Authorize Independent Auditor: Fiscal Years 2010-11 and 2011-12 (to date)

This item was tabled.

13. Board Comments / Announcements

None

14. Adjournment

The meeting was adjourned at 7:42 p.m. by Board President Irina Okhremtchouk.

Irina Okhremtchouk, President

Herb Cross, Secretary