LIBRARY BOARD OF TRUSTEES
AGENDA - REGULAR MEETING
ST. HELENA LIBRARY – 1492 LIBRARY LANE
COMMUNITY MEETING ROOM
December 9, 2015 – 5:00 P.M.

1) ROLL CALL:

Chairperson: Skip Lane
Vice Chair: Lin Weber
Trustees: Bob Dye, Malcolm McClain, David Phinney, Susan Swan, and Terry Wood
City staff present at the meeting will be noted in the minutes.

2) PUBLIC FORUM: An opportunity for the public to directly address the Committee on items of interest to the public that are not listed on the agenda. Any person addressing the Committee should provide his or her name and address, and limit comments to five minutes. Because of restrictions imposed by the Brown Act, the Committee may not engage in substantive discussion, nor take action on matters not described on the agenda.

CONSENT ITEMS: Members of the Board or the public may ask that any items be considered individually for purposes of considering alternative action, for extended discussion, or for public comment. Unless this is done, one motion may be used to adopt all recommended actions. (Roll Call Vote)

3) APPROVAL OF MINUTES:

(a) Minutes of October 14, 2015

(b) Minutes of November 18, 2015 – Special Meeting

NEW BUSINESS:

4) Friends and Foundation Annual Report (Maria Stel, Friends & Foundation Executive Director)

5) Friends and Foundation Fundraising (Maria Stel)
6) Volunteer Handbook Update (Mari Martinez, Volunteer Coordinator)
7) California Public Library Report 2014/2015 (Chris Kreiden, Library Director)
8) Library Board Municipal Code Chapter 2.52 Update (Chris Kreiden)
9) Library's Monthly Operating Expense Report for November (Chris Kreiden)

10) Library Statistics for September and October (Chris Kreiden)

11) Library Events in December (Chris Kreiden)

12) Director's Report to the Library Board of Trustees: November 2015 (Chris Kreiden)

(a) Library Closed Dates for 2016

(b) Library HVAC System Update

(c) Defibrillator at the Library Update

(d) St. Helena Star Digitization Update

(e) SNAP ILS Update

(f) Library Staffing Update

13) **REPORTS AND ANNOUNCEMENTS BY MEMBERS AND STAFF**: Reports by staff and/or Committee members on items of general interest. Brief questions for clarification may be posed and answered, and Committee members may request that items be placed on a future agenda. Except under certain circumstances, the Brown Act prohibits any other discussion or action by the Committee.

14) **ADJOURNMENT:** Next meeting will be January 13, 2016.

This agenda was posted at City Hall, 1480 Main Street, and at the St. Helena Public Library, 1492 Library Lane, St. Helena on December 4, 2015.

Chris Kreiden, Library Director

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in the meeting, please contact City Hall at (707) 967-2792. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting (28 CFR35.102-35.104 ADA Title II). However, City staff will attempt to assist at any time with accessibility.