



**LIBRARY COMMISSION AGENDA
WORKSHOP SESSION & REGULAR MEETING**

Tuesday, January 26, 2010 at 9:30 a.m.
Petaluma Regional Library, 100 Fairgrounds Drive, Petaluma, CA 94952

1. CALL TO ORDER

2. ANNOUNCEMENTS AND INTRODUCTIONS

PART 1: BUDGET WORKSHOP SESSION

3. This workshop is designed to:

- Provide information on property tax assessment requirements, trends and issues
- Discuss the budget projections for the final six months of the current fiscal year
- Provide instructions to staff on revenue assumptions & potential changes to expenditures for FY 2010-2011.

3.1. Requirements, Trends & Issues In Property Taxes – Bill Rousseau, Deputy Tax Assessor

3.2. FY 2009-2010 Mid-Year Adjustments for Revenue & Expenditures (2 Documents)

3.2.1. Proposed Adjustments

3.2.2. Fund Balance

3.3. Budget Background Information (1 Document)

3.3.1. RFID vs. Bar Code Costs

3.4. FY 2010-2011 Budget Discussion (2 Documents)

3.4.1. Revenue & Expenditure Projections

3.4.2. Fund Balance Projections

PART 2: REGULAR MEETING

4. APPROVAL OF MINUTES

4.1. Minutes of the December 7, 2009 Regular Meeting (1 Document)

5. CORRESPONDENCE

6. PUBLIC APPEARANCES

See guidelines for public appearances at the bottom of the agenda.

7. CONSENT CALENDAR

These matters include routine financial and administrative actions that may be approved by a consensus. Any Commission member may remove an item from the Calendar and have it placed with the action items.

7.1. Claims over \$7,000

7.2. Claims over \$2,000

8. ACTION ITEMS BY RESOLUTION

8.1. Revise Behavior Policy (2 Documents) – Doug Cisney, BAC Chair

8.1.1. Resolution

8.1.2. Proposed Revision – Policy on Standards of Behavior

9. ACTION ITEMS BY MOTION

9.1. Approval of mid-year budget revisions

9.2. Designate Agency Negotiator

- 9.3. Change in meeting schedule

10. DISCUSSION ITEMS

- 10.1. Management Report (2 Documents)
Note: The revenue and expenditures to date are reported in
 - 10.1.1. Progress on Priorities, Issues & Challenges
 - 10.1.2. Quarterly Report on Gift & Donations
 - 10.1.3. Other Updates

- 10.2. Policy Development Process & Project Plans (2 Documents)
 - 10.2.1. Policy Development: Key Concepts & Guidelines
 - 10.2.2. Policy Development: Project Plan Overview

11. LIBRARY ADVISORY BOARDS

- 11.1. Ready for Appointment
 - 11.1.1. Cloverdale Library Advisory Board – Youth Position – New Position. Term expires June 30, 2011.
 - 11.1.2. Cloverdale Library Advisory Board, Vacant Position. Term expires June 30, 2013.

12. COMMISSION MEMBER INFORMATION ITEMS

13. CLOSED SESSION

- 13.1. Pursuant to California Government Code §54957 to meet with Conference with agency labor negotiator (Brown Act, §54957.6)
Agency negotiator: TBD
Employee organization: SEIU Local 1021

14. OPEN SESSION

- 14.1. Pursuant California Government Code §54957.1. Report on Closed Session

15. DATE AND TIME OF NEXT MEETING

Meeting: FY 2009-2010 Budget Workshop #2
Date: TBD Time: 9:30 a.m.
Location: Healdsburg

16. ADJOURNMENT

By acclamation

Agenda support materials are available in the Library Administration Office, Third and E Streets, Santa Rosa, after 3:30 p.m. on Thursday, January 21, 2010. They will also available on the Library's web site <http://www.sonomalibrary.org/agenda/>.

GUIDELINES FOR PUBLIC APPEARANCES

Members of the public wishing to speak to the Commission may do so under Public Appearances. If you wish to speak on an item under discussion by the Library Commission, which appears on this agenda, you may do so upon receiving recognition by the Chairperson. Please state your name and address for the record before making your presentation, which will be limited to three minutes. All hearings are taped. Time limitations on public testimony may be extended at the discretion of the Library Commission

The Commission does not take action on items presented under Public Appearances during this meeting. You can request a response, and one will be forwarded to you.