



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

Tuesday, March 2, 2010 at 9:30 a.m.

Healdsburg Regional Library, Piper & Center Streets, Healdsburg, CA 95448

1. CALL TO ORDER

2. ANNOUNCEMENTS AND INTRODUCTIONS

PART 1: REGULAR MEETING

3. APPROVAL OF MINUTES

- 3.1. Minutes of the January 26, 2010 Regular Meeting & Budget Workshop #1(1 Document)

4. CORRESPONDENCE

5. PUBLIC APPEARANCES

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

6. 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.

- 6.1. Claims over \$7,000
- 6.2. Claims over \$2,000

7. ACTION ITEMS BY RESOLUTION

- 7.1. Revise Behavior Policy (2 Documents)
 - 7.1.1. Resolution
 - 7.1.2. Proposed Revision – Policy on Standards of Behavior

8. ACTION ITEMS BY MOTION

- 8.1. Approve change to Occidental Rural Station Hours
- 8.2. Approve staff member's request for leave without pay (1 Document)

9. ELECTION OF OFFICERS

10. DISCUSSION ITEMS

- 10.1. Management Report (2 Documents)
 - 10.1.1. Progress on Priorities, Issues & Challenges
 - 10.1.2. Year-to-Date Revenue & Expenditures
 - 10.1.3. Other Updates
- 10.2. Change in regular meeting start time during union negotiations
- 10.3. Initial Discussion - Financial Policies (5 Documents)
 - Will Soper will join the Commission for this segment of the agenda.*
 - 10.3.1. Financial Policy Outline
 - 10.3.2. GASB 45 Requirements
 - 10.3.3. Fund Balance Policy
 - 10.3.4. Policy Delegation of Authority
 - 10.3.5. Proposed Interim Budget Policies

11. LIBRARY ADVISORY BOARDS

11.1. Ready for Appointment

11.1.1. Cloverdale Library Advisory Board, Vacant Position. Term expires June 30, 2013.

12. COMMISSION MEMBER INFORMATION ITEMS

PART 2: PLANNING & BUDGET WORKSHOP SESSION

13. This workshop is designed to:

- Review & discuss progress on Focus & Finish priorities and recommendations for 2010 priorities.
- Provide direction to staff for the preparation of the first budget for 2010-2011

13.1. Focus & Finish: Priorities for 2010 (2 Documents)

13.1.1. Accomplishments through February 2010

13.1.2. Focus & Finish: Priorities for March 2010-February 2011

13.2. FY 2010-2011 Budget Discussion (3 Documents)

13.2.1. Overview of Trends

13.2.2. Proposed FY 2010-2011 Placeholder Budget: Revenue & Expenditures

13.2.3. Proposed FY 2010-2011 Placeholder Budget: Fund Balance

14. CLOSED SESSION

14.1. Pursuant to California Government Code §54957 to meet with Conference with agency labor negotiator (Brown Act, §54957.6)

Agency negotiator: Patrick Preston

Employee organization: SEIU Local 1021

15. OPEN SESSION

15.1. Pursuant California Government Code §54957.1. Report on Closed Session

16. DATE AND TIME OF NEXT MEETING

Meeting: Regular Commission Meeting

Date: Monday, April 5, 2010

Time: 6:30 p.m.

Location: Central Library – Santa Rosa

17. 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, February 25, 2010. They will also be 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.