



**LIBRARY COMMISSION AGENDA-REVISED 11.1.11
REGULAR MEETING**

Wednesday, November 2, 2011 at 6:30 p.m.
Rincon Valley Regional Library, 6959 Montecito Blvd., Santa Rosa, CA 95409

PLEASE NOTE START TIME IS 6:30 P.M.

1. CALL TO ORDER

2. ANNOUNCEMENTS

3. CLOSED SESSION

3.1. Public Comments

Members of the public who wish to address the Commission regarding items on the closed session agenda should request recognition at this time. See guidelines for public appearances at the bottom of the agenda.

3.2. Commissioner Comments

3.3. Closed Session:

3.3.1. Pursuant to California Government Code §54958 to meet with in conference with real property negotiator.

Conference with Real Property Negotiator

Property: Healdsburg Regional Library, 139 Piper Street, Healdsburg, CA 95448

Agency Negotiators: Kathy Larocque, Chief Deputy County Counsel, County of Sonoma;

Jaime Anderson, Division Manager, Sonoma County Library

Other Negotiating Parties: City of Healdsburg:

Negotiation: Lease agreement for Healdsburg Regional Library

3.3.2. Pursuant to California Government Code §54957 to meet with in conference with agency labor negotiator.

Agency negotiator: Kelly Tuffo

Employee organization: SEIU Local 1021

Govt. Code §54957.6

3.3.3. Pursuant to California Government Code 54957(b)(1) to discuss complaints or charges brought against one employee by another person or employee.

4. OPEN SESSION

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

5. ADDITIONAL COMMENT

5.1. Public Comments

Members of the public who wish to address the Commission regarding items on the remainder of the agenda or other issues should request recognition at this time. See guidelines for public appearances at the bottom of the agenda.

5.2. Commissioner Comments

6. APPROVAL OF MINUTES

6.1. Minutes of the October 5, 2011 Regular Meeting (1 Document)

7. CORRESPONDENCE & PRESS COVERAGE

8. 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.

9. ACTION ITEMS BY RESOLUTION

There are no action items by resolution.

10. ACTION ITEMS BY MOTION

10.1. Schedule for Holiday Closure (1 Document)

The union agreement includes 3.5 furlough days between Christmas and New Year's Day and the MOU outlines staff holidays. The Commission will approve the schedule for the closure; however, if the Tentative Agreement with the Union is not ratified by the membership and approved by the Commission this item will be withdrawn.

10.2. Book Return Retrofit (2 Documents)

The Commission will consider a report on the inadequacies of the current book returns and recommendations for retrofitting returns systemwide to prevent jamming and improve staff working conditions. Commission approval of expenditures is required before the retrofit can begin.

10.3. Change Day of Week for Regular Commission Meetings

In response to staff requests, the Commission will consider options for changing the day it meets.

11. DISCUSSION ITEMS

11.1. Management Report

The Library Management Team will respond to questions from Library Commissioners regarding the narrative and financial reports.

11.1.1. Progress on Priorities, Issues and Challenges (1 Document)

11.1.2. Monthly financial report (1 Document)

11.1.3. Quarterly gifts and donations report (1 Document)

11.1.4. Staff Report: Ebooks (1 Document)

11.1.5. Staff Report: Newsletter costs & funds raised (1 Document)

11.1.6. Staff Report: Other Follow-up (1 Document)

11.1.7. Staff Report: Sebastopol Building Retrofit/Update Project

11.2. Library Commission Schedule – 2012 (1 Document)

The Commission will discuss its meeting schedule for next year.

11.3. Plans for next Commission meeting

The Library Director will brief the Commission on important agenda items slated for the December 2011 meeting. Because the audit is not complete, presentation of the financial statements and a discussion of GASB 45 and the Library's financial liability for retiree health care will be on the December agenda.

12. COMMISSION INFORMATION ITEMS

13. DATE AND TIME OF NEXT MEETING

Meeting: Regular Commission Meeting
Date: TBD
Time: 6:30 p.m.
Location: Rincon Valley Regional Library

14. ADJOURNMENT

By acclamation.

Agenda support materials are available in the Library Administration Office, 211 E Street, Santa Rosa, after 3:30 p.m. on Thursday, October 27, 2011. They will also be available on the Library's web site <http://www.sonomalibrary.org/agenda/>.

DISABLED ACCOMMODATION: If you have a disability which requires an accommodation, an alternative format, or requires another person to assist you while attending this meeting, please contact the Library Director's Office at 707.545.0831, ext. 553, as soon as possible to ensure arrangements for accommodation.

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 you may do so upon receiving recognition by the Chairperson during Public Appearances. 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.