



**LIBRARY COMMISSION AGENDA  
REGULAR MEETING**

Monday, December 5, 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. PUBLIC APPEARANCES**

3.1. 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.*

3.2. Commissioner Comments

**4. WORKSHOP SESSION**

*Library Auditor Will Soper will discuss GASB 45 requirements for reporting the Library's liability for retiree health care as well as review the FY 10-11 financial statements.*

**5. APPROVAL OF MINUTES**

5.1. Minutes of the November 2, 2011 Regular Meeting (1 Document)

5.2. Minutes of the November 14, 2011 Special Meeting (1 Document)

**6. CORRESPONDENCE & PRESS COVERAGE**

**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. Library Commission Regular Meeting Schedule – 2012

7.2. Library Commission Bylaws Change – Meeting day and location

**8. ACTION ITEMS BY RESOLUTION**

*There are no action items by resolution.*

**9. ACTION ITEMS BY MOTION**

9.1. Accept the Library Financial Statements for 2010-2011 (1 Document)

*The audit for Fiscal Year 2010-2011 will be presented and discussed under Item #4, and the Commission will take formal action to accept the audit under this item.*

9.2. Approve budget and agreements for Sebastopol Regional Library Refurbishment (Documents will be posted on 12.1.11)

*The budget for refurbishing the Library as well as the proposal to engage the county to assist with the project is presented for Commission review and approval.*

9.3. Authorize submission of mid-year budget adjustments to the Board of Supervisors (Documents will be posted on 12.1.11)

*A series of budget adjustments to implement the Union agreement and fund the Sebastopol refurbishment as well as an option to accept state funds if the “trigger” is not pulled on December 15 are presented for Commission review and approval.*

- 9.4. Approve holiday closure schedule for 2012 (1 Document)  
*The schedule for holiday closures based on the new public service hours and the Union agreement are presented for Commission review and approval.*

## **10. DISCUSSION ITEMS**

- 10.1. Management Report  
*The Library Management Team will respond to questions from Library Commissioners regarding the narrative and financial reports.*
- 10.1.1. Progress on Priorities, Issues and Challenges (Document will be posted on 12.1.11)
- 10.1.2. Monthly financial report (1 Document)

## **11. COMMISSION INFORMATION ITEMS**

## **12. DATE AND TIME OF NEXT MEETING**

Meeting: Regular Commission Meeting  
Date: January 23, 2012  
Time: 6:30 p.m.  
Location: Rincon Valley Regional Library

## **14. ADJOURNMENT**

By acclamation.

*Agenda support materials are available in the Library Director's Office, 211 E Street, Santa Rosa, after 3:30 p.m. on Thursday, December 1, 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. Comments are limited to three minutes. 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.*