

**Lodi Woman's Club Public Library**  
**Meeting Minutes: December 21, 2015**

1. PRESENT: Smith-Gallagher, Holerud, Czehno, Welch, Jelinek, Delaney  
ABSENT: Long, Price, Van Ness, Beers ALSO PRESENT: Kristine Millard, Trish Frankland
2. CORRESPONDENCE/INTRODUCTION OF GUESTS: Overdose in parking lot 12/19 - discussion with police assured there's no threat. Introductions with new board member, Kathleen Delaney
3. MINUTES: Motion Welch, second Czehno to approve November minutes as presented. Motion passed.
4. TREASURER'S REPORT: Motion Delaney, second Czehno to approve report. Motion passed.
5. LIBRARY BILLS: Iron Fireman bill paid by City from capital expenditures fund. Disc cleaner shared with other libraries - shared cost of \$182.50 vs. new cost \$3,000. Motion Smith-Gallagher, second Welch to approve vouchers 3033-3039 for payment in the amount of \$5,408.64 from City of Lodi budget. Motion passed. Motion Smith-Gallagher, second Welch to approve voucher 3040 and transfer \$154.31 from Money Market #754 to checking #555 for payment of bills. Motion passed.
6. LIBRARY CLASSIFICATION AND COMPENSATION POLICY: Policy suggested by City and revised by Co-Directors – for example, changed to reflect library board makes final decisions on merit increases. Motion Welch, Second Smith-Gallagher. Unanimous roll call vote in favor. Motion passed.
7. CO-DIRECTOR EVALUATION COMMITTEE: Subcommittee consisting of Price, Jelinek and Van Ness and Co-Directors to attend City training for updated evaluation process and tools. City also provide training for employees on goals setting to align with department goals.
8. STRATEGIC PLANNING COMMITTEE: Current plan expires end of 2016. Board to evaluate functionality of current plan and make recommendations at March board meeting. Committee will draft new plan for approval by August or September. Budget request goals and fundraising goals and responsibilities will be incorporated in new draft.
9. END OF YEAR BUDGET REVIEW: \$23,000 spent from board funds and \$215,000 from City of Lodi budget. Expenditures and revenue close to what was budgeted for 2015. Upcoming meeting materials to include reports on revenue, expenditures including board contributions for the last 5 years.
10. ESTABLISHMENT OF FRIENDS OF THE LODI PUBLIC LIBRARY: Group has updated name and logo as well as bank account set up. Will work to create bylaws required for 501(c)(3) status. January library board meeting to discuss fundraising responsibilities and goals for the board, endowment fund and Friends group. Delaney to join Friends group
11. CO-DIRECTORS REPORT ON LIBRARY ACTIVITIES & EVENTS:
  - Library Giving Tree (through 1/8)
  - Children's Cinema: Minions (12/29 at 1pm)
  - Artful Adults: fimo clay bead making (1/13 at 6:30pm)
  - Book Discussion: "Go Set a Watchman" by Harper Lee (1/18 at noon and 7pm)
  - Lego Play Day (12/31)
  - New early literacy class series
12. ADJOURNMENT: Motion Smith-Gallagher, second Czehno to adjourn at 7:40 pm. Motion passed.

Respectfully submitted,  
Christina Smith-Gallagher, Secretary