

**Lodi Woman's Club Public Library
Meeting Minutes: December 8, 2014**

1. PRESENT: Berthold, Welch, Smith-Gallagher, Jelinek, Price, Walstad, Beers, Long
ABSENT: Holerud, Abel ALSO PRESENT: Kristine Millard, Trish Frankland
2. CORRESPONDENCE/INTRODUCTION OF GUESTS: Lodi Area Community Endowment canceled presentation – they are taking a different direction with original request.
3. LODI AREA COMMUNITY ENDOWMENT PROPOSAL: Canceled
4. MINUTES: Motion Beers, second Price to approve minutes as presented. Motion passed.
5. TREASURER'S REPORT: No issues with statements. Has met with Tom Wendler to reallocate funds in accordance with proposal passed during November meeting. Motion Welch, second Beers to approve treasurers report. Motion passed. Update the investment guideline with the stipulation, "should the US financial markets suffer significant downturn that negates the target goal or there is indication that such an event is eminent the company holding the Library Endowment Fund will notify the Library Board treasurer with suggested strategy to protect the Fund." Motion Welch, second Beers to update. Motion passed.
6. LIBRARY BILLS: Incomplete due to early library meeting – at next meeting we'll discuss what 2014 bills received after December meeting will be paid from 2014 budget before moving forward with 2015 budget spending. Motion Walstad, second Price to approve voucher 2035-2039 for payment from City of Lodi budget. Motion passed. Motion Walstad, second Smith-Gallagher to approve voucher 2040 and to transfer \$106.93 from Money Market #754 to Checking #555 for payment of bills. Motion passed.
7. MONTHLY LIBRARY STATISTICS: More than 20k wireless users YTD, average month with 18 new library cards issued, high number (14) microfilm reader use. No petty cash receipts. Gifts for this month higher due to Giving Tree and end-of-year donations.
8. LIBRARY BOARD TERM REVIEW AND CITY OF LODI ETHICS POLICY: New board members to read and sign City Code of Ethics. Mayor to review and confirm with Welch status of City appointees.
9. STRATEGIC PLAN REVIEW AND BOARD ACTIONS: Board to create skillset for board-as-a-whole and individual members; Berthold to spearhead initial draft with advisement from Welch as needed. Welch suggested Strategic plan be reviewed on quarterly basis, with January review of prior year and upcoming quarter. To be added to Strategic plan: Create plan by 4th quarter 2015 to extend plan two more years, through 2018 (board). Fundraising committee met Dec. 4: 2015 fundraising goal of \$3k to support library programming with plan to hold 1 adult event and 1 family event. Will work with local partners on each. Also to formulate a long-term fundraising opportunity with local business partners (restaurants?)

10. TECHNOLOGY PLAN REVIEW AND CHANGES: New technology policy written which is one page, culled from previous 4-page policy (approved in 1998 and updated 7 times). New policy more generalized allowing directors to adjust specifics within policy as needed (example: daily usage on computers). Motion Berthold, second Beers to approve policy. Motion passed.

11. EVENTS AT THE LIBRARY:

- Mini makers (12/6, 12/13 and 12/20)
- Arm knitting workshop (12/29 at 2pm and 6pm)
- Zentangle week (12/29 to 1/3)
- Giving Tree program (through 1/9)

12. ADJOURNMENT: Motion Berthold, second Walstad to adjourn at 7:14 p.m.

Respectfully submitted,
Christina Smith-Gallagher, Secretary