



**LIBRARY COMMISSION AGENDA  
REGULAR MEETING**

Wednesday, March 5, 2008, 7:00 p.m.  
Central Library, Third & E Streets, Santa Rosa, CA

**1. CALL TO ORDER**

**2. ANNOUNCEMENTS AND INTRODUCTIONS**

**3. APPROVAL OF MINUTES**

- 3.1. Minutes of February 19, 2008 Budget & Planning Workshop for Fiscal Year 2008-2009

**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

**7. ACTION ITEMS BY MOTION**

- 7.1. Adjustments to Current Year
  - 7.1.1. Budget Schedule – Reallocations and Upgrades
- 7.2. Adjustments for FY 2008-2009
- 7.3. Authorize Transmittal of Budget
  - 7.3.1. Draft Budget Package for Submission
- 7.4. Direct Library Management to Provide Report on Expenditure Analysis
- 7.5. Adopt Policy on Other Post Retirement Benefits
  - 7.5.1. Draft Resolution
- 7.6. Election of Chair & Vice-Chair – April 2008 to March 2009

**8. DISCUSSION ITEMS**

- 8.1. Management Report
  - 8.1.1. February Highlights
- 8.2. Priorities & Library Director's Work Plan
  - 8.2.1. Work Plan (d2)
- 8.3. Financial Reports
  - 8.3.1. Claims over \$2,000
  - 8.3.2. Fiscal year 2007-2008 Revenue & Expenditures to Date

## **9. DIRECTOR'S INFORMATION ITEMS**

- 9.1 Follow-up on state law banning smoking within 20 feet of public buildings.
- 9.2 Plans for May 7 Library Commission meeting.

## **10. LIBRARY ADVISORY BOARDS**

- 10.1 Sebastopol Library Advisory Board – unexpired term ending – June 30, 2011  
*(Ready for appointment).*
- 10.2 Sonoma Valley Library Advisory Board – unexpired term ending – June 30, 2011  
*(Ready for appointment).*
- 10.3 Cloverdale Library Advisory Board – unexpired term ending – June 30, 2008  
*(Posted through April 2).*

## **11. COMMISSION MEMBER INFORMATION ITEMS**

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

Meeting: Regular Commission Meeting  
Date: Wednesday, April 2, 2008  
Time: 7:00 p.m.  
Location: Central Santa Rosa

### **13. 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 28, 2008.*

### **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.*