

**Dixon Public Library - Fund 426, Net Position as of February 28, 2017
(Preliminary)**

		Actuals - Fiscal years 2016-2017			
Assets					
Cash in Treasury	\$	825,661			
Imprest Cash	\$	700			
Other assets	\$	7,921			
Future Loan Redemption Requirement	\$	7,366			
Land	\$	427,021			
Structures and Improvements	\$	1,097,826			
Equipment	\$	259,861			
Construction-in-progress	\$	581,339			
Allowance for Depreciation	\$	(1,196,710)			
Total Assets	\$	2,010,984			
Liabilities and Equities					
Outstanding Warrants	\$	16,117			
Other Liabilities	\$	81,686			
Due to Other AGENICES	\$	5,739			
Accrued Compensated Absences	\$	7,366			
Reserve - Other (Imprest Cash is \$700)	\$	279,700			
Fund Balance Available	\$	150,424			
Investments in General Fixed Assets	\$	1,169,336			
Appropriations	\$	256,141			
Revenues less Expenditures	\$	44,476			
	\$	2,010,984			
Revenues					
		Actuals - Fiscal	Annual Budget	Actuals % of Annual Budget	Remaining Budget
		years 2016-2017			
Revenue From Library Operations	\$	9,622	\$ 14,000	69%	\$ 4,378
Revenue From State & County Govt.	\$	686,990	\$ 972,766	71%	\$ 285,776
Revenue From Grants	\$	-	\$ -	0%	\$ -
Other Revenues	\$	4,760	\$ 6,650	72%	\$ 1,890
Total Revenues	\$	701,372	\$ 993,416	71%	\$ 292,044
Expenditures					
Salaries & Employee Benefits	\$	468,423	\$ 790,579	59%	\$ 322,156
Services & Supplies	\$	188,369	\$ 425,078	44%	\$ 236,709
Other Charges & Fixed Assets & Deprec	\$	105	\$ 33,900	0%	\$ 33,795
Total Expenditures	\$	656,897	\$ 1,249,557	53%	\$ 592,660
Revenues less Expenditures	\$	44,476	\$ (256,141)		

Fund 428, Net Position as of February 28, 2017 (Preliminary)

		Actuals - Fiscal years 2016-2017			
Assets					
Cash in Treasury	\$	611,194			
Due from Other Agency	\$	-			
Land	\$	1,175,043			
Construction-in-progress	\$	79,453			
Allowance for Depreciation	\$	-			
Total Assets	\$	1,865,689			
Liabilities and Equities					
Fund Balance Available	\$	583,780			
Investments in General Fixed Assets	\$	1,254,495			
Appropriations	\$	(22,684)			
Revenues less Expenditures	\$	50,097			
	\$	1,865,689			
Revenues					
		Actuals - Fiscal	Annual Budget	Actuals %	Remaining
		years 2016-2017			
Other Revenues	\$	54,788	\$ 78,484	0%	\$ -
Total Revenues	\$	54,788	\$ 78,484	0%	\$ -
Expenditures					
Salaries & Employee Benefits	\$	-	\$ -	0%	\$ -
Services & Supplies	\$	4,691	\$ 55,800	0%	\$ -
Other Charges & Fixed Assets	\$	-	\$ -	0%	\$ -
Total Expenditures	\$	4,691	\$ 55,800	0%	\$ -
Revenues less Expenditures	\$	50,097	\$ 22,684		

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 426 DIXON PUBLIC LIBRARY DISTRICT
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 Object Description Budget Adjustments Mo Actual YTD Actual Encumbrance Balance Pct.
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1000 SALARIES AND EMPLOYEE BENEFITS

0001110	SALARY/WAGES REGULAR	372,300.00	0.00	29,123.58	230,735.37	0.00	141,564.63	62%
0001121	SALARY/WAGES-EXTRA HELP	148,834.00	0.00	8,468.57	69,687.36	0.00	79,146.64	47%
0001131	SALARY/WAGES OT/CALL-BACK	0.00	0.00	0.00	22.07	0.00	-22.07	9999%
0001210	RETIREMENT-EMPLOYER	97,453.00	0.00	4,255.83	72,150.47	0.00	25,302.53	74%
0001220	FICA-EMPLOYER	39,867.00	0.00	2,875.83	22,979.72	0.00	16,887.28	58%
0001230	HEALTH INS-EMPLOYER	124,173.00	0.00	8,791.50	67,452.08	0.00	56,720.92	54%
0001231	VISION CARE INSURANCE	0.00	0.00	24.38	249.77	0.00	-249.77	9999%
0001240	COMPENSATION INSURANCE	2,300.00	0.00	0.00	918.10	0.00	1,381.90	40%
0001250	UNEMPLOYMENT INSURANCE	1,000.00	0.00	0.00	522.19	0.00	477.81	52%
0001260	DENTAL INS-EMPLOYER	4,652.00	0.00	562.00	3,706.29	0.00	945.71	80%
1000	SALARIES AND EMPLOYEE BEN	790,579.00	0.00	54,101.69	468,423.42	0.00	322,155.58	59%

2000 SERVICES AND SUPPLIES

0002022	COMMUNICATION-TELEPHONE A	0.00	0.00	0.00	104.19	0.00	-104.19	9999%
0002028	TELEPHONE SERVICES	6,000.00	0.00	165.99	2,854.90	0.00	3,145.10	48%
0002035	HOUSEHOLD EXPENSE	4,000.00	0.00	95.62	2,159.50	0.00	1,840.50	54%
0002050	INSURANCE-RISK MANAGEMENT	5,996.00	0.00	0.00	5,696.11	0.00	299.89	95%
0002051	LIABILITY INSURANCE	7,713.00	0.00	0.00	7,327.42	0.00	385.58	95%
0002055	INSURANCE-OTHER	43.00	0.00	0.00	40.73	0.00	2.27	95%
0002120	MAINTENANCE EQUIPMENT	6,000.00	0.00	291.65	9,224.37	0.00	-3,224.37	154%
0002140	MAINTENANCE-BLDGS & IMPRO	75,000.00	0.00	3,918.00	13,242.08	0.00	61,757.92	18%
0002170	MEMBERSHIPS	6,500.00	0.00	136.00	4,077.00	0.00	2,423.00	63%
0002175	MISCELLANEOUS EXPENSE	150.00	0.00	0.00	0.00	0.00	150.00	
0002176	FEES AND PERMITS	0.00	0.00	212.57	367.58	0.00	-367.58	9999%
0002178	CASH/INVENTORY SHORTAGE	0.00	0.00	9.80	7.95	0.00	-7.95	9999%
0002180	BOOKS & SUBSCRIPTIONS	4,000.00	0.00	0.00	1,965.00	0.00	2,035.00	49%
0002200	OFFICE EXPENSE	3,500.00	0.00	11.99	1,734.64	0.00	1,765.36	50%
0002201	EQUIPMENT UNDER \$1,500	2,500.00	0.00	0.00	25.83	0.00	2,474.17	1%
0002203	COMPUTER COMPONENTS <\$1,5	10,000.00	0.00	0.00	9,993.93	0.00	6.07	100%
0002204	COMPUTER RELATED ITEMS:<\$	300.00	0.00	0.00	25.78	0.00	274.22	9%
0002205	POSTAGE	900.00	0.00	124.66	622.73	0.00	277.27	69%
0002235	ACCOUNTING & FINANCIAL SE	15,000.00	0.00	0.00	1,300.00	0.00	13,700.00	9%

Sort Order: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT							
0002239	LEGAL SERVICE	25,000.00	0.00	189.00	6,126.00	0.00	18,874.00	25%
0002245	CONTRACTED SERVICES	47,000.00	0.00	6,711.12	33,316.42	0.00	13,683.58	71%
0002250	OTHER PROFESSIONAL SERVICE	7,000.00	0.00	103.95	595.35	0.00	6,404.65	9%
0002260	DATA PROCESSING SERVICES	105.00	0.00	0.00	0.00	0.00	105.00	
0002261	SOFTWARE MAINTENANCE & SU	60,000.00	0.00	3,313.61	22,882.19	0.00	37,117.81	38%
0002270	SOFTWARE	0.00	0.00	0.00	599.00	0.00	-599.00	9999%
0002281	ADVERTISING/MARKETING	1,000.00	0.00	34.99	74.99	0.00	925.01	7%
0002285	RENTS & LEASES - EQUIPMEN	6,000.00	0.00	951.60	3,813.06	0.00	2,186.94	64%
0002310	EDUCATION & TRAINING	1,200.00	0.00	0.00	749.00	0.00	451.00	62%
0002311	TUITION REIMBURSEMENT	500.00	0.00	0.00	0.00	0.00	500.00	
0002312	SPECIAL DEPARTMENTAL EXPE	0.00	0.00	0.00	161.87	0.00	-161.87	9999%
0002322	LIBRARY ADULT BOOKS	23,000.00	0.00	707.18	9,518.23	0.00	13,481.77	41%
0002323	LIBRARY JUVENILE BOOKS	20,000.00	0.00	1,008.65	6,533.41	0.00	13,466.59	33%
0002324	LIBRARY PERIODICALS/MICRO	5,000.00	0.00	0.00	4,375.05	0.00	624.95	88%
0002325	LIBRARY AUDIO-VISUAL	20,000.00	0.00	1,951.65	7,336.72	0.00	12,663.28	37%
0002326	LIBRARY BOOK RENTAL	8,112.00	0.00	0.00	6,956.04	0.00	1,155.96	86%
0002327	LIBRARY MATERIALS PROCESS	5,700.00	0.00	0.00	2,203.43	0.00	3,496.57	39%
0002328	LIBRARY MATERIALS	11,000.00	0.00	31.96	3,903.92	0.00	7,096.08	35%
0002335	TRAVEL EXPENSE	1,220.00	0.00	0.00	354.59	0.00	865.41	29%
0002336	TRAVEL OUT-OF-STATE	2,649.00	0.00	0.00	414.80	0.00	2,234.20	16%
0002337	MEALS/REFRESHMENTS	540.00	0.00	0.00	0.00	0.00	540.00	
0002355	PERSONAL MILEAGE	1,450.00	0.00	0.00	324.54	0.00	1,125.46	22%
0002360	UTILITIES	26,000.00	0.00	1,620.52	14,837.63	0.00	11,162.37	57%
0002361	WATER	5,000.00	0.00	38.01	2,522.71	0.00	2,477.29	50%
2000	SERVICES AND SUPPLIES	425,078.00	0.00	21,628.52	188,368.69	0.00	236,709.31	44%
3000	OTHER CHARGES							
0003020	REFUND OF PRIOR YEAR CHAR	0.00	0.00	0.00	104.75	0.00	-104.75	9999%
3000	OTHER CHARGES	0.00	0.00	0.00	104.75	0.00	-104.75	9999%
4000	FIXED ASSETS							
0004303	EQUIPMENT	18,900.00	0.00	0.00	0.00	0.00	18,900.00	

Sort Order: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Object Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT	0004520 INTANGIBLE-DEPRECIABLE	15,000.00	0.00	0.00	0.00	0.00	15,000.00	
4000	FIXED ASSETS		33,900.00	0.00	0.00	0.00	0.00	33,900.00	
9000	TAXES								
0009001	CURRENT SECURED		330,000.00	0.00	0.00	176,655.27	0.00	153,344.73	54%
0009002	CURRENT UNSECURED		20,000.00	0.00	0.00	22,680.56	0.00	-2,680.56	113%
0009003	PRIOR UNSECURED		0.00	0.00	0.00	289.00	0.00	-289.00	999%
0009004	SUPPLEMENTAL SECURED		6,000.00	0.00	0.00	5,220.49	0.00	779.51	87%
0009005	PRIOR SECURED		0.00	0.00	0.00	42.40	0.00	-42.40	999%
0009015	LIBRARY SALES TAX - MEASU		573,765.88	0.00	56,348.34	454,132.03	0.00	119,633.85	79%
0009018	UNITARY		18,000.00	0.00	0.00	9,327.43	0.00	8,672.57	52%
0009020	ABX1 26 PASS THROUGH		25,000.00	0.00	0.00	14,998.39	0.00	10,001.61	60%
9000	TAXES		972,765.88	0.00	56,348.34	683,345.57	0.00	289,420.31	70%
9400	REVENUE FROM USE OF MONEY/PROP								
0009401	INTEREST INCOME		3,400.00	0.00	0.00	2,462.10	0.00	937.90	72%
0009405	BUILDING RENTAL		2,250.00	0.00	0.00	1,500.00	0.00	750.00	67%
9400	REVENUE FROM USE OF MONEY		5,650.00	0.00	0.00	3,962.10	0.00	1,687.90	70%
9500	INTERGOVERNMENTAL REVENUES								
0009021	LMIHF & OTHER ASSETS		0.00	0.00	0.00	1,837.88	0.00	-1,837.88	999%
0009504	FISH & GAME		0.00	0.00	0.00	30.00	0.00	-30.00	999%
0009505	STATE HIGHWAY RENTALS		0.00	0.00	0.00	1.16	0.00	-1.16	999%
0009507	HOMEOWNERS PROPERTY TAX R		0.00	0.00	0.00	1,775.50	0.00	-1,775.50	999%
9500	INTERGOVERNMENTAL REVENUE		0.00	0.00	0.00	3,644.54	0.00	-3,644.54	999%
9600	CHARGES FOR SERVICES								
0009603	PHOTO/MICROFICHE COPIES		4,000.00	0.00	454.00	2,778.30	0.00	1,221.70	69%

Sort Order: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999

Fund	Fund Description	Object Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
426	DIXON PUBLIC LIBRARY DISTRICT								
		0009605 LIBRARY FINES	10,000.00	0.00	1,576.97	6,843.83	0.00	3,156.17	68%
		9600 CHARGES FOR SERVICES	14,000.00	0.00	2,030.97	9,622.13	0.00	4,377.87	69%
		9700 MISC REVENUES							
		0009702 CASH OVERAGE	0.00	0.00	2.55	13.46	0.00	-13.46	9999%
		0009708 MISCELLANEOUS SALES-OTHER	1,000.00	0.00	169.50	784.58	0.00	215.42	78%
		9700 MISC REVENUES	1,000.00	0.00	172.05	798.04	0.00	201.96	80%
		Total Revenue	993,415.88	0.00	58,551.36	701,372.38	0.00	292,043.50	71%
		Total Expense	1,249,557.00	0.00	75,730.21	656,896.86	0.00	592,660.14	53%
					-17,178.85	44,475.52			

SELECT FUND: 426,428 ; BUDG CATEGORY: 1000-9999
 SORT ORDER: SECTION within BUREAU within DIVISION within DEPTMNT within SUBOBJ within CATEGORY within FUND

Fund	Fund Description	Budget	Adjustments	Mo Actual	YTD Actual	Encumbrance	Balance	Pct.
2000	SERVICES AND SUPPLIES							
0002235	ACCOUNTING & FINANCIAL SE	3,000.00	0.00	0.00	0.00	0.00	3,000.00	
0002245	CONTRACTED SERVICES	52,800.00	0.00	0.00	4,690.90	0.00	48,109.10	9%
2000	SERVICES AND SUPPLIES	55,800.00	0.00	0.00	4,690.90	0.00	51,109.10	8%
9400	REVENUE FROM USE OF MONEY/PROP							
0009401	INTEREST INCOME	2,000.00	0.00	0.00	2,226.24	0.00	-226.24	111%
9400	REVENUE FROM USE OF MONEY	2,000.00	0.00	0.00	2,226.24	0.00	-226.24	111%
9600	CHARGES FOR SERVICES							
0009601	CAPITAL FACILITIES FEES	76,483.60	0.00	0.00	52,561.72	0.00	23,921.88	69%
9600	CHARGES FOR SERVICES	76,483.60	0.00	0.00	52,561.72	0.00	23,921.88	69%
	Total Revenue	78,483.60	0.00	0.00	54,787.96	0.00	23,695.64	70%
	Total Expense	55,800.00	0.00	0.00	4,690.90	0.00	51,109.10	8%
				0.00	50,097.06			

Sort Order: SUBOBJ within ACCTYPE within within within FUND

SELECT FUND: 426,428

Fund	Fund Description	Account Code	***** Sub-Account Debits	***** Account Debits	***** Credits
426	DIXON PUBLIC LIBRARY DISTRICT				
Assets:					
	CASH IN TREASURY	0000010	825,661.21		
	CASH IN TREASURY	010		825,661.21	
	IMPREST CASH	0000030	700.00		
	IMPREST CASH	030		700.00	
	ACCOUNTS RECEIVABLE	0000110	962.66		
	ACCOUNTS RECEIVABLE	110		962.66	
	RETURNED CHECKS	0000150	170.80		
	RETURNED CHECKS	150		170.80	
	FUTURE LOAN REQUIREMENT	0000250	7,365.68		
	FUTURE LOAN REDEMP REQ	250		7,365.68	
	LAND	0000310	427,020.70		
	LAND	310		427,020.70	
	BUILDINGS AND IMPROVEMENTS	0000320	1,097,825.95		
	BUILDINGS AND IMPROVEMENTS	320		1,097,825.95	
	EQUIPMENT	0000340	259,860.62		
	EQUIPMENT	340		259,860.62	
	CONSTRUCTION IN PROGRESS	0000360	581,339.25		
	CONSTRUCTION IN PROGRESS	360		581,339.25	
	ACCUMULATED DEPRECIATION	0000370			1,196,710.43
	ALLOWANCE FOR DEPRECIATION	370			1,196,710.43
	PREPAID EXPENSE	0000420	6,787.94		
	PREPAID EXPENSE	420		6,787.94	
	Total Assets				3,207,694.81

Sort Order: SUBOBJ within ACCTTYPE within within FUND

SELECT FUND: 426,428

Fund	Fund Description	Account Code	***** Sub-Account Debits	***** Credits	***** Account Debits	***** Credits
426	DIXON PUBLIC LIBRARY DISTRICT					
Liabilities and Equities:						
	OUTSTANDING WARRANTS	0000699	16,117.30			16,117.30
	OUTSTANDING WARRANTS / EBT	505				
	ACCOUNTS PAYABLE	0000510	4,130.50			4,130.50
	ACCOUNTS PAYABLE	510				
	DUE TO OTHER AGENCIES	0000540	6,190.36			
	DIXON LIBRARY MEDICAL	4260530	115,428.77			
	DIXON LIBRARY DENTAL	4260560	113,104.00			
	DIXON LIBRARY VISION	4260590	1,873.30			
	DUE TO OTHER AGENCIES	540			115,428.77	121,167.66
	CONTRACTS PAYABLE	0000560	2,022.44			
	CONTRACTS PAYABLE	560				2,022.44
	UNCLAIMED DEPOSITS	0000579	75,292.69			
	UNCLAIMED DEPOSITS	579				75,292.69
	SUSPENSE	0000590	239.94			
	SUSPENSE	590				239.94
	ACCRUED COMPENSATED ABSENCES	0000620	7,365.68			
	ACCRUED COMPENSATED ABSENCES	620				7,365.68
	RESERVE - IMPREST CASH	4260731	700.00			
	EMERGENCY OPERATIONS	4260732	250,000.00			
	MAJOR ASSET	4260734	29,000.00			
	BUILDING FUND	4260735	0.12			
	RESERVE - OTHER	730				279,700.12

SELECT FUND: 426,428
 SORT ORDER: SUBOBJ within ACCTTYPE within within within within within FUND

Fund	Fund Description	Account Code	Sub-Account Debits	Credits	Account Debits	Credits
426	DIXON PUBLIC LIBRARY DISTRICT	0000740		150,424.09		
	FUND BALANCE AVAILABLE					150,424.09
	FUND BALANCE AVAILABLE	740				
	INVESTED IN CAPITAL ASSETS, NET	0000770		1,169,336.09		
	INVESTMENTS IN GEN FIXED ASSETS	770				1,169,336.09
	REVENUES	810				701,372.38
	EXPENDITURES	820		656,896.86		
	BUDGETED REVENUE	0000910		993,415.88		
	BUDGETED REVENUE	910				993,415.88
	APPROPRIATIONS	0000930				1,249,557.00
	APPROPRIATIONS	930				
	Total Liabilities and Equities				1,765,741.51	3,776,725.89
	** Fund Totals **				4,973,436.32	4,973,436.32

SELECT FUND: 426,428

Fund	Fund Description	Account Code	***** Sub-Account *****	***** Account *****
			Debits	Credits
428	DIXON PUBLIC LIB DISTRICT-PFF	0000010	611,193.83	
		010		611,193.83
		0000310	1,175,042.82	
		310		1,175,042.82
	CONSTRUCTION IN PROGRESS	0000360	79,452.62	
	CONSTRUCTION IN PROGRESS	360		79,452.62

Assets:	***** Account *****	***** Sub-Account *****	***** Account *****
	Code	Debits	Credits
CASH IN TREASURY	0000010	611,193.83	
CASH IN TREASURY	010		611,193.83
LAND	0000310	1,175,042.82	
LAND	310		1,175,042.82
CONSTRUCTION IN PROGRESS	0000360	79,452.62	
CONSTRUCTION IN PROGRESS	360		79,452.62
Total Assets		1,865,689.27	0.00

Liabilities and Equities:	***** Account *****	***** Sub-Account *****	***** Account *****
	Code	Debits	Credits
FUND BALANCE AVAILABLE	0000740		583,780.37
FUND BALANCE AVAILABLE	740		583,780.37
INVESTED IN CAPITAL ASSETS, NET	0000770		1,254,495.44
INVESTMENTS IN GEN FIXED ASSETS	770		1,254,495.44
REVENUES	810		54,787.96
EXPENDITURES	820	4,690.90	
BUDGETED REVENUE	0000910	78,483.60	
BUDGETED REVENUE	910		78,483.60
APPROPRIATIONS	0000930		55,800.00
APPROPRIATIONS	930		55,800.00
Total Liabilities and Equities		83,174.50	1,948,863.77

** Fund Totals ** 1,948,863.77 1,948,863.77

SORT ORDER: SUBOBJ within ACCTTYPE within within within within FUND

SELECT FUND: 426,428

Account Code	***** Sub-Account *****	***** Account *****
=====	Debits	Debits
=====	Credits	Credits
=====	=====	=====
	6,922,300.09	6,922,300.09

** Grand Totals **

Minutes—Approved
DIXON PUBLIC LIBRARY DISTRICT
GOVERNING BOARD OF LIBRARY TRUSTEES
7:00 P. M., THURSDAY, JANUARY 19, 2017

REGULAR MEETING

MEETING LOCATION
DIXON CITY COUNCIL CHAMBERS
600 EAST A STREET, DIXON, CA 95620

1. Call to Order

Ms. O'Halloran called the meeting to order at 7 pm

2. Closed session

No public comments on closed session

3. Business meeting

a. Pledge of Allegiance

Pledge of Allegiance said

b. Roll Call

Trustees

Caitlin O'Halloran, President—present

Guy Garcia, Vice President—present

Melissa Maseda, Member--present

John Gabby, Clerk—present

Luke Foster, Member--absent

Staff

Steve Arozena, Library Director—present

4. Notice to the Public

None

5. Correspondence

None

6. Consent Agenda

None

7. Public Comment

None

8. Guests & Presentations

None

9. Director's Report

Library Activities

Mr. Arozena stated that a new streaming service called hoopla will be available soon. The services provides video, e-books, comics and should be starting on February 1. This replaces Books 24/7 which wasn't getting much use. Solano already has it and some patrons asked why we didn't have it.

The Dixon Tribune microfilm has been picked up and is in the process of being scanned and indexed. The project should take 3-4 months to complete.

The library is hosting Elizabeth Koehler-Pentacoff on January 21 at the Dixon High School Theatre. She is the author of "The Missing Kennedy" about the life of Rosemary Kennedy. She personally knew her and recounts her experiences in this book.

10. Ongoing Business

11. Election of Officers for 2017 Library Board

Mr. Gabby said that there is a precedent that the President of the School Board doesn't also serve as the President of the Library Board which would eliminate Mr. Garcia from consideration. After brief discussion it was decided that Ms. Maseda become President. The motion was made by Mr. Garcia and seconded by Ms. O'Halloran. Ms. O'Halloran then made a motion that Mr. Gabby become Vice President. Mr. Garcia seconded. Mr. Garcia made a motion that Mr. Foster be clerk. Ms. Maseda seconded. All three motions were unanimous.

Approval of minutes of November 10, 2016 Regular Meeting

Ms. O'Halloran moved that the minutes be approved. Mr. Garcia seconded. The motion was approved 3-0.

Agenda item for future meeting

Ms. O'Halloran expressed concern that the library board meetings are so short and was wondering if there may be a better way to provide oversight of the library. Mr. Garcia stated that he thought the item should be well publicized. Ms. O'Halloran also stated that it shouldn't be an action item at the next meeting. Mr. Gabby expressed concern that the Library Board is seen as an afterthought to serving on the School Board. Mr. Garcia asked that our attorney be involved in the discussion.

Ms. O'Halloran would also like to agendize discussion of a multi-year contract for Mr. Arozena similar to that of Mr. Dolan.

Mr. Gabby said that he would like to see discussion of the library's properties and the Miller Building on a future agenda.

Mr. Arozena stated that the current policy and procedures manual still is organized as if there is a library board and a library commission. Ms. O'Halloran said that this may be done after we discuss the future of governance.

Melissa Maseda, President

Luke Foster, Clerk