



**ACTION MINUTES OF THE WILLOWS LIBRARY BOARD  
REGULAR MEETING HELD  
August 10, 2023 at the Willows Library**

*Meeting audio is available at the City of Willows website. This is not a live feature. Audio recordings are posted the succeeding business day following the scheduled City Council Meeting.  
Please visit [www.cityofwillows.org](http://www.cityofwillows.org) for free PodBean recordings.*

President called the meeting to order at 11:00 a.m.

**Roll Call:**

**Board Members Present:** Lisa Kennedy, Dan Gupton, Ardythe Brandon, Robert Griffith, Brian Ramos

**Absent:** none

**Council Liaison and Staff Present:** Library Director Jody Meza

**Public Comment/ Written Communications:** none

**Action:** Approval of the Minutes of October 12, 2023

Motion: /Second: Griffith, Robert/Ramos, Brian

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Brian Ramos, Dan Gupton, Ardythe Brandon, Lisa Kennedy, Robert Griffith

NOES:

ABSENT:

ABSTAIN:

**Action:** Approval of the use of donation or trust funds up to \$200 for library participation in December Light Parade.

Motion: /Second: Brandon, Ardythe/Griffith, Robert

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Brian Ramos, Dan Gupton, Ardythe Brandon, Lisa Kennedy, Robert Griffith

NOES:

ABSENT:

ABSTAIN:

**Action:** Approval of the use of up to \$3,000 of donation or trust funds for the purchase of a library donor/recognition tree.

Motion: /Second: Brandon, Ardythe/Ramos, Brian

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Brian Ramos, Dan Gupton, Ardythe Brandon, Lisa Kennedy, Robert Griffith

NOES:

ABSENT:

ABSTAIN:



**Action:** Approval to close the library on Thursday, December 7th for Staff Safety Training.

Motion: /Second: Griffith, Robert/Ramos, Brian

The motion passed unanimously 5/0 carried by the following voice vote:

AYES: Brian Ramos, Dan Gupton, Ardythe Brandon, Lisa Kennedy, Robert Griffith

NOES:

ABSENT:

ABSTAIN:

Board/Staff Reports/Comments: Library Director reported on various grant activities, Kanopy streaming video starting soon and that Zip books funding has been received. The Friends of the Library reported that Friends Book Sale is scheduled for November 2-4 and they will also have a case of honey donated by Hill & Ward apiaries. Friends group will also be participating in the December Craft Fair on the 2nd and will be focusing on selling children's books.

**Adjournment:** 11:45

**Dated:** October 12, 2023