

**ACTION MINUTES OF THE WILLOWS LIBRARY
BOARD REGULAR MEETING HELD
December 20, 2024 at the Willows City Hall**



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 for free PodBean recordings.

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

Roll Call:

Board Members Present: Dan Gupton, Lisa Kennedy, Kristel Bettencourt, Brian Ramos

Absent: Ardythe Brandon

Council Liaison and Staff Present: City Council Member Matt Busby, Library Director Jody Meza Public

Comment/ Written Communications: none

Action: Approval of the Minutes of October 10, 2024

Motion: /Second: Ramos, Brian/Bettencourt, Kristel

The motion passed unanimously 4/0 carried by the following voice vote:

AYES: Dan Gupton, Lisa Kennedy, Kristel Bettencourt, Brian Ramos

NOES:

ABSENT: Ardythe Brandon

ABSTAIN:

Action: Request to close library one day in January (TBD) for staff in-service training

Motion: /Second: Kennedy, Lisa/Ramos, Brian

The motion passed unanimously 4/0 carried by the following voice vote:

AYES: Dan Gupton, Lisa Kennedy, Kristel Bettencourt, Brian Ramos

NOES:

ABSENT: Ardythe Brandon

ABSTAIN:

Action: Request to purchase Donor Tree Leaf in memory of former Library Board Trustee Robert Griffith

Motion: /Second: Kennedy, Lisa/Ramos, Brian

The motion passed unanimously 4/0 carried by the following voice vote:

AYES: Dan Gupton, Lisa Kennedy, Kristel Bettencourt, Brian Ramos

NOES:

ABSENT: Ardythe Brandon

ABSTAIN:

Discussion Items: Annual report to State Library submitted and update that Zip Books funding has been awarded in the amount of \$6,302 and Lunch at the Library grant has been submitted but with Children's Librarian staffing unfilled award might be withdrawn; County funding allocation announced with 5% raise and additional \$30,000.

Board/Staff Reports/Comments: The Board reviewed the October and November statistics and expenditures. Friends of the Library reported \$121 revenue from Chamber of Commerce Christmas Craft Fair and noted community feedback requesting restoration of children's services/storytime on Wednesdays and the need for more help at book sales. Board also requested that Library sign at street entrance be refurbished.

Adjournment: 11:45 a.m.

Dated: December 20, 2025