

LARKSPUR LIBRARY BOARD
Minutes of Regular Meeting- February 9, 2015

Roll Call: Present: Chair Jeff Gunderson, Joan Foley, Jeannette Giacomini,
Michele Melka (arrived 6:20), Noel Shumway

Staff: Library Director Frances Gordon
Councilmember Catherine Way

Chair Gunderson called the meeting to order at 6:15 p.m.

PUBLIC COMMENT

There were no comments.

UNFINISHED BUSINESS ITEMS

1. City Update on the Rose Lane Community Facility Parcel

Councilmember Way reported on the City's progress with the Rose Lane Library and Community Facility Parcel. She stated the architects (LMS) conducted their first public meeting on January 27th. There were about 50 people in attendance eager to get an overview of the planning process and to engage in an exercise of giving the architects feedback on three specific spaces: the Library, community meeting room spaces, and the outdoor space surrounding the building. The next public meeting will be held on Tuesday, February 17th in the Council Chambers at 6:30 p.m. There is also a scheduled "walk-through" of the site on March 3rd at 5:00 p.m. The City is looking at a 20,000 square foot facility. They are not looking at a huge, community center-type building. The dialogue is moving towards what the building would look like and where it would be situated on the parcel. The other issue is how to pay for the facility. They are not launching a Capital Campaign at this point but the dialogue has started regarding fundraising and perhaps some public input of some sort. They are generating a very healthy discussion about the value of libraries in the community. She encouraged the Board to participate in the Survey Monkey on the City Website.

Boardmember Melka arrived at the meeting.

Councilmember Way stated the plan is to create a state of the art Library and an "information center". The site is currently being used for construction staging for the developers. She discussed the formation of the LLCC Foundation, a not for profit organization that would be used as a mechanism for the Capital Campaign. Library

Director Gordon asked about the status of the Request for Proposal (RFP) for a professional campaign manager. Councilmember Way stated they were working on that and she has a couple of informational interviews scheduled. The Council has decided that they would need outside help on the Capital Campaign.

Boardmember Foley asked when the person would be hired and how much it would cost. Councilmember Way stated the hiring would occur after the design drawings were approved by the Council- probably by the end of the summer. It would probably be on a part-time, contract basis.

Boardmember Giacomini asked about the cost of the facility. Councilmember Way stated that was an unknown but probably around \$20 million. Boardmember Shumway asked if The New Homes Company would be willing to contribute some money. Councilmember Way stated she was not sure.

Councilmember Way left the meeting.

Boardmember Shumway asked about the results of the Survey Monkey. Chair Gunderson stated there were not enough responses yet. Boardmember Melka stated it was difficult to design a survey that was extremely informative. Library Director Gordon stated the survey was designed by a library consultant who has a lot of experience.

Chair Gunderson stated he attended two of the advisory committee meetings. He agreed with Councilmember Way's assessment that they were making good progress. The decision has been made that the facility would be a one-story building. Boardmember Shumway noted Group 4, the initial consultants, had made a similar recommendation due to costs. Chair Gunderson stated the committee also discussed the physical features of the facility. The architectural firm did a good job at capturing as much public comment as possible. Boardmember Shumway asked if the representatives of Redwood High School have been involved. Library Director Gordon stated she did not think so.

Library Director Gordon distributed several handouts compiled by the consultants that focused on refining the interior and outdoor spaces. She noted the document includes the proposed square footage for different components. It also includes a floor plan, flow diagram, etc. Boardmember Shumway had questions about the break down of library space vs. community center space. Chair Gunderson discussed the proposed breakdown. Library Director Gordon stated the proposal included three meeting rooms of different sizes. Boardmember Gunderson stated he thought the proposal was for one, 1,500 square foot and two 360 square foot rooms. Library Director Gordon stated she would check on this.

Boardmember Shumway asked if parking was discussed. Chair Gunderson stated "yes" and he discussed the diagram. Library Director Gordon stated the proposed ratio was 2.5 to 3.0 spaces per 1,000 square feet of building. Chair Gunderson stated the

architects were also doing a site analysis of the buildings surrounding the project. He distributed a schematic design that depicted the elevation from Doherty Drive. A lot of people will be concerned about how it would look from Doherty Drive. Library Director Gordon stated the outdoor spaces still need to be fleshed out.

Boardmember Foley noted the use of the word “charm” throughout the document and stated she hoped the architects would come up with a creative design and use of materials and not simply the “default” Craftsman/wood shingle style that is commonly seen. She would love it if the design maximized the light and flowed well.

Boardmember Shumway asked how many more advisory meetings would be held. Chair Gunderson stated “two”- the next one would be held on March 11th. Library Director Gordon stated the next public meeting would be held on Tuesday, February 17th.

Boardmember Shumway stated he was very glad that things were moving along well.

APPROVAL OF CONSENT CALENDAR

The Library Director certifies that this Agenda has been posted in accordance with the requirements of the Government Code

Approval of Minutes as Submitted: Regular Meeting, January 12, 2015

M/s, Shumway-Gunderson and approved 5-0 to approve the Consent Calendar as submitted.

LIBRARY DIRECTOR’S ORAL REPORT

Library Director Gordon reported on the following: 1) Library and City Hall Facility; 2) Library Programs; 3) MARINet Library Consortium Update; 4) Miscellaneous.

Library Director Gordon stated she has been attending a lot of meetings regarding the new Library/Community Facility.

There were no questions or comments from the Board.

UNFINISHED BUSINESS ITEM

2. Review Board’s Letter to Council

Library Director Gordon stated she sent the draft of the letter to the Board. Boardmember Melka stated she would like to move this along and asked the Board to send suggested edits via email to Library Director Gordon by Wednesday the 18th.

BOARDMEMBER REPORTS AND COMMENTS

There were no reports.

NEW BUSINESS ITEMS

None

STATUS REPORTS:

1. Reports from the Library's Support Groups (Friends, Foundation, and Steering Committee)

Library Director Gordon reported the Friends has a new volunteer who is working on the Library's display case.

Library Director Gordon stated she would email some possible dates in March for a celebrator dinner with former Boardmember Kunstler.

FUTURE AGENDA ITEMS

Chair Gunderson stated the following items would be on the next agenda: 1) City Update on the Rose Lane Community Facility Parcel; 2) Report on the February 17th Public Meeting regarding the Library/Community Facility.

NEXT MEETING DATE

Chair Gunderson stated the next meeting would be held on Monday, March 9, 2015.

ADJOURNMENT

Chair Gunderson adjourned the meeting at 7:23 p.m.

Respectfully submitted

Toni DeFrancis
Recording Secretary