

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

Roll Call: Present: Chair Jeff Gunderson, Joan Foley (arrived 6:35),  
Jeannette Giacomini, Michele Melka, Noel Shumway

Staff: Library Director Frances Gordon  
Public Works Director Marygrace Houlihan

Chair Gunderson called the meeting to order at 6:20 p.m.

**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, February 9, 2015

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

**PUBLIC COMMENT**

There were no comments.

**BOARDMEMBER REPORTS AND COMMENTS**

There were no reports.

**LIBRARY DIRECTOR'S ORAL REPORT**

Library Director Gordon stated she would submit the report next month.

**UNFINISHED BUSINESS ITEMS**

1. City Update on the Rose Lane Community Facility Parcel and the Public Meeting On February 17th

Public Works Director Houlihan presented a Powerpoint presentation that included the

following: 1) Summary of Process and Timeline; 2) Program and Single Story Design; 3) Master Plan Recap- 2013; 4) What We Have Heard- What will you do? and What will you need? ; 5) Survey Monkey Results; 6) Building Program Process- Evaluate, Research, Review; 7) Existing Building Assessment; 8) Building Program; 9) Site Analysis; 10) Option A (Nooks and Crannies); 11) Option B (Promenade); 12) Next Steps; 13) Requested Action. She stated the consultants (architects, landscape architects, library consultant) have engaged the community and did not come into the process with any preconceived design notions. They are listening to all comments and have incorporated them into the process. The City Council took action on three items last Wednesday: 1) the program (the amount of space); 2) a single-story design; 3) to design for 60 on-site parking stalls. The Council gave the technical team direction to move forward with the design and the next steps in the process. The facility would be approximately square feet, flexible, inviting, connected to the outdoors, and a place “to gather”. This will be a multi-generational facility. The building program will include one 1,500 square foot room and two 750 square foot rooms.

Boardmember Shumway asked if the meeting rooms would include movable walls. Public Works Director Houlihan stated “not necessarily”- they tend to be unattractive and do not adequately address the noise/sound issue.

Chair Gunderson asked about possible expansion of the facility in the future if it proves to be “too successful”.

Public Works Director Houlihan stated she recently meet with the Rose Garden Homeowner’s Association and they had the following concerns: 1) When would the facility be built (sooner than later)?; 2) Parking; 3) Noise; 4) Fencing; 5) Garbage.

Chair Gunderson stated the “site walk” was very interesting and he found the parcel to be quite large. Public Works Director Houlihan stated the site will be staked with the building perimeter, parking lot, etc. for the next “site walk”. Two acres is a good sized lot. She noted there was quite a bit of noise at the Rose Lane/Doherty Drive intersection and the proposed building orientation was smart.

Chair Gunderson asked about flipping the parking lot to the Doherty Drive side of the lot. Public Works Director Houlihan referred to the noise issue- there would be no buffer for the outdoor area.

Public Works Director Houlihan discussed the possibility of a coffee cart with already prepared foods, including the possibility of contracting with a local catering company or business. There are no plans for an industrial kitchen in the facility.

Boardmember Shumway asked if the Advisory Committee would meet again. Boardmember Gunderson stated “yes, in April”.

Boardmember Shumway asked about fundraising. Public Works Director Houlihan

stated there must be a vision and a design before starting a fundraising campaign. There would be a variety of funding mechanisms- private donations, grants, bonds, etc.

Public Works Director Houlihan encouraged the Board to email any comments, questions, or concerns to her.

### **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)

There were no reports.

### **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.

### **NEXT MEETING DATE**

Chair Gunderson stated the next meeting would be held on Monday, April 13 , 2015.

### **ADJOURNMENT**

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

Respectfully submitted

Toni DeFrancis  
Recording Secretary