

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

Roll Call: Present: Chair Jeff Gunderson, Joan Foley,  
Jeanette Giacomini

Absent: Michele Melka, Noel Shumway

Staff: Library Director Frances Gordon

Chair Gunderson called the meeting to order at 6:18 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, September 14, 2015

M/s, Foley-Giacomini and approved 3-0 (Melka, Shumway absent) to approve the Consent Calendar as submitted.

**PUBLIC COMMENT**

There were no comments.

**BOARDMEMBER REPORTS AND COMMENTS**

There were no reports.

**UNFINISHED BUSINESS ITEMS**

There were none.

**NEW BUSINESS ITEMS**

1. De-briefing of October 7<sup>th</sup> Town Hall meeting

Library Director Gordon stated the second Town Hall meeting was well attended and ran more smoothly than the first. The format was similar to the first meeting. She distributed a set of “notes” that were prepared by the facilitators. Boardmember Foley asked if the facilitators gave a brief history of the process and set out the parameters at the beginning of the meeting. Library Director Gordon stated “no”. Boardmember Foley

asked if they talked about the design. Library Director Gordon stated “no”. Chair Gunderson stated they were still talking about the “look and feel” of Larkspur but they also talked a bit about programming. The dialogue was a bit different since the meeting included a presentation by some Hall Middle School students. Library Director Gordon stated the students were asked to “dream big” and they came up with a lot of good ideas. Boardmember Foley stated it was very important for the community to be heard but she was concerned that the process was not gaining any momentum. Library Director Gordon noted the facilitators wanted the same format for all the meetings. She stated the architects would hopefully be able to incorporate the additional community input into a draft conceptual design (intimate, warm and cozy, indoor/outdoor flexibility).

Chair Gunderson stated the facilitators wanted ideas on how to “echo the history” of Larkspur. Boardmember Foley stated they should also ask for ideas on how to “echo the landscape”. She was not in favor of a traditional building. Library Director Gordon stated a lot of people commented on the need for outdoor space that could be enjoyed by everyone. Boardmember Foley wondered if the comments were a response to the design that was presented several months ago. She reiterated the need to gain some momentum and start talking about the design. Chair Gunderson stated he thought the Advisory Committee would meet sometime soon. Library Director Gordon stated she would ask about the status of the Advisory Committee at tomorrow’s staff meeting.

The Board briefly discussed the fundraising efforts that will be necessary for development of this facility. Chair Gunderson stated the Annual Letter should contain a statement of encouragement for keeping the momentum going and starting a successful fundraising effort. Library Director Gordon briefly discussed the importance of hiring a professional fundraiser, which would include a comprehensive donor program.

Library Director Gordon noted the next Town Hall meeting was scheduled for Saturday, November 14<sup>th</sup> at 100 Drakes Landing (Jason’s Restaurant) from 10:00 to noon.

## **STATUS REPORTS:**

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

Library Director Gordon stated The Friends would be holding its Annual Fundraiser Tea this Saturday at Book Passages from 2:00 p.m. to 3:00 p.m.

She is anticipating an invitation to the December Foundation meeting.

## **FUTURE AGENDA ITEMS**

Chair Gunderson stated the following items would be on the next agenda: 1) De-briefing of November 14<sup>th</sup> Town Hall meeting; 3) Next Steps in the Library/Community Facility process; 3) Discussion of Board’s Annual Letter to the City Council.

## **NEXT MEETING DATE**

Chair Gunderson stated the next meeting would be held on Monday, December 14, 2015.

## **ADJOURNMENT**

Chair Gunderson adjourned the meeting at 6:58 p.m.

Respectfully submitted

Toni DeFrancis  
Recording Secretary

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Larkspur Library Board.

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Frances Gordon, Library Director