

LARKSPUR LIBRARY BOARD  
Minutes of Regular Meeting- June 9, 2014

Roll Call: Present: Acting Chair Jeff Gunderson, Joan Foley,  
Noel Shumway

Absent: Chair Michele Melka, Daniel Kunstler

Staff: Library Director Frances Gordon

Acting Chair Gunderson called the meeting to order at 6:23 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, May 12, 2014

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

**PUBLIC COMMENT**

There were no comments.

**BOARDMEMBERS REPORTS AND COMMENTS**

Acting Chair Gunderson asked if there were updates on SB 1455, Library Construction and Renovation Bond Measure. Library Director Gordon stated she had a lot of emails to sort through to evaluate the status of that bill. There is another initiative moving through the Senate that would allow all public libraries to connect to a high-speed, broad band network operated by Corporation for Education Network Initiatives in California (CENIC). She will report back next month.

Acting Chair Gunderson stated he recently received the City Newsletter and he asked if it was a quarterly report. Library Director Gordon stated she would make sure to get something about the Community Facility in the next newsletter. Boardmember Foley stated they need to find out the official launch date for the fundraising campaign and then come up with some type of event/kick-off. Acting Chair Gunderson stated they should also look into getting the word out through social media.

## **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.

Boardmember Foley referred to the written report from Chair Melka about the May 30<sup>th</sup> meeting and noted the bullet points referred to City Planning dates but did not include dates for the fundraising category. Boardmember Shumway stated Chair Melka had indicated to him that she did not think that anything significant would start happening until the beginning of 2015. Library Director Gordon stated they would need a design process before they start with a fundraising campaign. At this point the focus is on the Request For Qualifications (RFQ) proposals from architectural firms. Boardmember Foley asked if the Board would be able to weigh in on the design. Library Director Gordon stated "probably". Boardmember Foley stated she would like to hear from the Council how they envision the design process occurring. Library Director Gordon stated she would find out. Boardmember Shumway asked if group who met on May 30<sup>th</sup> would be meeting again soon. Library Director Gordon stated they have not scheduled a second meeting. Library Director Gordon stated she will be scheduling a "field trip" to some joint-use library facilities.

Boardmember Shumway noted the College of Marin would soon be joining MARINet and he asked if this would reduce the cost to Larkspur. Library Director Gordon stated additional members do reduce the cost a bit. Acting Chair Gunderson asked if she anticipated any changes due to the COM membership. Library Director Gordon stated that remains to be seen.

Library Director Gordon reported the Summer Reading Program starts this Saturday and the "kick off" begins with a kid's Magic Show. She stated Senior Librarian Capasso is trying to create more space for teens and she was doing some shifting of books. Boardmember Foley asked if there would be any seating. Library Director Gordon stated they would probably put a couple of bean bag chairs on the floor and call the area the "Teen Zone".

Library Director Gordon distributed a survey prepared by the Mill Valley Library and stated she would like to do a similar library usage survey.

## **UNFINISHED BUSINESS ITEMS**

1. Last minute updates on Library's Budget for Next Fiscal Year

Library Director Gordon stated the Council would be meeting on June 23rd for the Final Budget Hearing.

## **NEW BUSINESS ITEMS**

### **1. Last minute comments re: Foundation's June 11<sup>th</sup> Meeting**

Acting Chair Gunderson stated he would be attending the upcoming Foundation meeting on June 11<sup>th</sup> at the Central Marin Police Facility at 7:00 p.m. Boardmember Shumway stated he would also attend. The goal is improving communication and strengthening the relationship with the Foundation. He asked how often the Foundation meets. Library Director Gordon stated she thought they met quarterly.

### **2. Report on May 30<sup>th</sup> Meeting re: next steps with a fundraising campaign for the Community Facility Parcel**

Library Director Gordon stated the FAQ's document would be reviewed by the City Council. Boardmember Shumway noted the document should include a date as a frame of reference. Boardmember Foley stated she would make a few edits and send it to Library Director Gordon.

## **Status Reports:**

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

There were no reports.

## **FUTURE AGENDA ITEMS**

Acting Chair Gunderson stated the following items would be on the next agenda: 1) Final Report on Library's Budget for Next Fiscal Year 2014/15; 2) Update on Foundation's June 11<sup>th</sup> Meeting; 3) Update on Summer Schedule.

## **NEXT MEETING DATE**

Acting Chair Gunderson stated the next meeting would be held on Monday, July 14, 2014. The meeting would start at 6:15 p.m.

## **ADJOURNMENT**

Acting Chair Gunderson adjourned the meeting at 7:05 p.m.

Respectfully submitted

Toni DeFrancis  
Recording Secretary