

LARKSPUR LIBRARY BOARD OF TRUSTEES-LARKSPUR PUBLIC LIBRARY
Minutes of Special Meeting- January 7, 2013

Roll Call: Present: Chair Noel Shumway, Joan Foley
Marianne Rafter

Absent: Don Graff

Staff: Library Director Frances Gordon

Chair Foley called the meeting to order at 6:05 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

Acknowledgment of Warrants/Library

Approval of Minutes as Submitted: Special Meeting November 5, 2012

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

PUBLIC COMMENT

There were no comments.

BOARDMEMBERS REPORTS AND COMMENTS

Boardmember Rafter stated they sold a lot of Centennial calendars in December with the help of several different groups (Pacific Union Realtors, etc.). Library Director Gordon stated she has about 19 calendars left to sell. Boardmember Rafter stated she would bring some to sell at the next Book Club event. She noted they could continue to sell them during the new year at half price. Boardmember Foley stated they could also sell them at the Centennial events.

Chair Foley stated she would like to rearrange the order of the agenda.

NEW BUSINESS ITEMS

1. Library Board Election of Officers- Chair and Vice Chair

M/s, Rafter-Foley and approved 3-0 (Graff absent) to elect Boardmember Shumway as Chair and Boardmember Graff as Vice Chair.

LIBRARY DIRECTOR'S 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 was fine-tuning the Library's budget request for Centennial planning to total approximately \$2,000. She was confident that the City Manager would approve her request and greatly appreciates the City's support.

UNFINISHED BUSINESS ITEMS

1. Continued Discussion of the Rose Garden Project, including updates on Ad Hoc Committee activities, in relation to Planning process for the New Community/ Library Facility

Chair Shumway asked Library Director Gordon why the anonymous donor rescinded their offer. Library Director Gordon stated she did not know all the details, but distributed two letters of correspondence between the Foundation and City Council discussion this issue. Chair Shumway stated he hoped all options were kept open.

Boardmember Foley asked if the Community Facility Parcel Ad Hoc Committee was still meeting. Library Director Gordon stated they will be meeting through March. Boardmember Rafter stated the consultants, Group Four, are holding a community meeting this month at the Hall Middle School Gymnasium. Chair Shumway stated Group Four seemed to be doing a great job. He stated preparing for a Bond Measure could take some time. Boardmember Foley asked what would happen after the March deadline. Chair Shumway stated they would probably continue to meet if the Council felt there was more work to be done.

Chair Shumway stated they should invite a representative of the Foundation to the next meeting. He noted Boardmember Graff could also give them an update at the next meeting.

2. Continued Discussion of Library Centennial Planning for 2012

Library Director Gordon stated she was fine-tuning the calendar of events. She distributed a rough draft to the Board. She stated she would be attending the next Heritage Preservation Board meeting since they want to be involved with the celebration

in some way. The Board discussed the main event (Birthday Party) which is scheduled to be held in April. Boardmember Rafter stated she has arranged to have the Hall Middle School Jazz Band play that day. She stated that the band would need chairs and Library Director Gordon stated she could get some from the Recreation Department.

Library Director Gordon stated she was working with the Postmaster on getting the cancellation stamp.

3. Begin Reviewing Current Year's Goals and Objectives in Preparation of Board's Annual Report

Chair Shumway asked if everyone had a copy of the 2012 Larkspur Library Board Annual Report of Goals and Objectives. Boardmember Foley stated the other Boards and Commissions do not prepare an Annual Report and she asked about the purpose of the report. She thought it would be more helpful to send a more concise letter to the Council containing three of the most important goals/objectives. She suggested they include the Board's work on the Rose Garden project, technological advancements, and plans for the Centennial Celebration. The other Boardmembers agreed. Boardmember Foley stated she would draft a letter, with the help of Library Director Gordon, and send it to the other Boardmembers for review at the next meeting.

Status Reports:

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

There were no reports.

PUBLIC COMMENT

Chair Shumway reopened the Public Comment period.

Mr. Mark Kelly, representing a project management firm that works closely with consultants Group Four, introduced himself to the Board. He offered his assistance in relation to a new library on the Rose Garden site.

FUTURE AGENDA ITEMS

Chair Shumway stated the following items would be on the next agenda: 1) Continued Discussion of the Rose Garden Project, including updates on Ad Hoc Committee activities, in relation to the planning process for the New Community/Library Facility; 2) Continued Discussion of Library Centennial Planning for 2013; 3) Review Draft Annual Letter to the City Council.

NEXT MEETING DATE

Chair Shumway stated the next meeting would be held on Monday, February 4, 2013.

ADJOURNMENT

Chair Shumway adjourned the meeting at 6:50 p.m.

Respectfully submitted

Toni DeFrancis
Recording Secretary