

LARKSPUR LIBRARY BOARD  
Minutes of Regular Meeting- May 13, 2013

Roll Call: Present: Chair Noel Shumway, Joan Foley (arrived 6:36),  
Don Graff, David Kunstler, Marianne Rafter

Staff: Library Director Frances Gordon

Chair Shumway called the meeting to order at 6:03 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 April 8, 2013

M/s, Graff-Rafter and approved 4-0 (Foley absent) to approve the Consent Calendar with corrections to the April 8, 2013 minutes.

**PUBLIC COMMENT**

There were no comments.

**BOARDMEMBERS REPORTS AND COMMENTS**

There were no comments.

**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 reported the City Hall renovation was almost finished and the Board would continue to meet in the Council Chambers. She noted she would be meeting with the City Manager to discuss budget needs. A self checkout system was her priority. The system is called "Express" and is a small computer station with a swipe and pay component. Boardmember Graff asked if there were other similar systems in Marin. Library Director Gordon stated the San Anselmo and Mill Valley Libraries have the same system. Boardmember Graff asked where it would be located. Library Director Gordon stated it would be installed where the Internet stations are currently located- she would have to figure out where to put the second on-line catalogue station.

Boardmember Rafter asked if patrons would need to use his or her library card to use the self checkout system. Library Director Gordon stated “yes”.

Boardmember Graff asked if the Library was putting on more events this year. Library Director Gordon stated “no”.

Boardmember Rafter noted that staff was weeding the children’s non-fiction section and she asked if this would allow for some updating. Library Director Gordon stated “yes”.

Chair Shumway referred to the “on demand” books and asked if this concept has been successful. Library Director Gordon stated “yes”, especially the fiction books.

Library Director Gordon reported all local libraries are being given some grant money from the State to purchase print books related to parenting, career development, legal, teens, and children. Boardmember Rafter asked if local libraries would be receiving Inter Library Loan (IIL) funds from the State. Library Director Gordon stated she has not heard anything about IIL funding.

Chair Shumway stated he would like to rearrange the order of the agenda.

## **UNFINISHED BUSINESS ITEMS**

### **1. Debriefing of Library Centennial Birthday Party (April 27<sup>th</sup>)**

Chair Shumway stated the Library Centennial Birthday Party was a huge success. Library Director Gordon agreed and stated they had a “full house”. Boardmember Kunstler displayed photographs he took of the celebration. Chair Shumway stated the Hall Middle School Jazz Band and the magician were wonderful.

Chair Shumway asked Library Director Gordon about the final budget for the event (expenses vs. revenue). Library Director Gordon stated she would get that information from the Finance Director. The Foundation paid for the bookmarks and she was ordering more.

### **2. Update on the Rose Garden Community Facility Parcel Master Plan**

Boardmember Graff stated the Planning Commission and City Council approved the Master Plan. The City Manager and Council are working on funding which could include a tax or bond measure. The measure would include funding for the facility, streets, renovations to City Hall, and Police services. He estimated that no more than \$5 million of the \$17 million from the bond measure would go towards the Community Facility. He stated if the measure is successful then the detailed plans and construction documents would be prepared in 2014, with construction probably occurring in 2015 and 2016. He noted that the Master Plan was very general. Chair Shumway asked if Group 4 Architecture was still involved with the project. Boardmember Graff stated “no”

but they could be one of the firms bidding on the project. They would certainly have an advantage since they did the preliminary work on the project.

## **NEW BUSINESS ITEMS**

1. Discussion on New York Review of Books Article on the Digital Public Library of America (DPLA)

Boardmember Kunstler stated the DPLA is up and running. He distributed an article to the Board. He stated the idea was to consider all existing digital assets as open assets and to put them in a central location (a digital library). This will extend over time to print material. There are little to no royalty issues involved.

Boardmember Foley arrived at the meeting.

Library Director Gordon stated the DPLA was full of academic and archival materials. Boardmember Rafter stated it would be used mainly by academics for research. Boardmember Kunstler agreed that the collection was eclectic. Library Director Gordon stated the DPLA collection added value to the digital collection of e-titles currently in MARINet.

Boardmember Kunstler stated this brings up the subject of the institutional role of the library in the future. The DPLA could be used as a guide. He discussed on-line courses and noted the Library could form communities around these on-line courses.

Boardmember Foley stated the role of the library could be to help people navigate these sites. Library Director Gordon stated staff would need to be trained and have sufficient time to take on these tasks. Boardmember Foley suggested that the library use volunteers for these hands-on tasks. Library Director Gordon stated high school students need community service hours and they could set up an organized class or tutorial session. Boardmember Kunstler stated this supported the idea of the library merging with a community center. Library Director Gordon noted technology was changing so rapidly and they need to stay on top of it.

Chair Shumway stated this item would be placed on a future agenda for further discussion

2. Discussion of possible participation in July 4<sup>th</sup>

The Board discussed the possibility of participation in the July 4<sup>th</sup> Parade.

Boardmember Kunstler stated he would try to get the use of a convertible Cadillac.

### 3. Library Board Positions/City Council Appointments

Boardmember Graff and Rafter announced that they would not be seeking re-appointment to the Board in June.

Library Director Gordon asked the Board to get the word out about the two vacancies.

### **Status Reports**

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

Library Director Gordon stated the Friends would hold a Book Sale on May 26<sup>th</sup>. Chair Shumway stated he would volunteer for a 2-hour morning shift.

### **FUTURE AGENDA ITEMS**

Chair Shumway stated the following items would be on the next agenda: 1) Update on the Rose Garden Community Facility Parcel Master Plan; 2) Discussion of possible participation in July 4<sup>th</sup> Parade.

### **NEXT MEETING DATE**

Chair Shumway stated the next meeting would be held on Monday, June 10, 2013.

### **ADJOURNMENT**

Chair Shumway adjourned the meeting at 7:14 p.m.

Respectfully submitted

Toni DeFrancis  
Recording Secretary