

LARKSPUR LIBRARY BOARD OF TRUSTEES-LARKSPUR PUBLIC LIBRARY
Minutes of Special Meeting- November 5, 2012

Roll Call: Present: Acting Chair Noel Shumway, Don Graff
Marianne Rafter

Absent: Chair Joan Foley, Dave Kanter

Staff: Library Director Frances Gordon

Acting Chair Shumway called the meeting to order at 6:02 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- October 2012

Approval of Minutes as Submitted: Regular Meeting October 8, 2012

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

PUBLIC COMMENT

There were no comments.

BOARDMEMBERS REPORTS AND COMMENTS

Boardmember Rafter asked the Board if they should discuss the possibility of changing their regular meeting date due to a conflict with the Community Facility Parcel Ad Hoc Committee (CFPAC) meeting schedule. Boardmember Graff stated the CFPAC would be meeting the second and fourth Monday of the month. Boardmember Rafter stated they could meet in the City Manager's office or on another Monday. Library Director Gordon stated she would talk to the City Manager and get his recommendation.

Boardmember Rafter asked the status of the Library Centennial Calendar sales. Acting Chair Shumway stated sales were somewhat slow but should pick up after Thanksgiving. He brought some of the calendars to the Recreation Department for

them to sell. He stated he would find out if they could sell the calendars at the St. Patrick's Holiday Fair.

LIBRARY DIRECTOR'S REPORT

Library Director Gordon reported on the following: 1) Library and City Hall Facility; 2) October Library Programs; 3) MARINet Library Consortium Update; 5) Miscellaneous.

Library Director Gordon displayed the logo for the Library Centennial that was prepared by the graphic artist. She also displayed the graphics for the Centennial Cancellation Stamp.

UNFINISHED BUSINESS ITEMS

1. Continued Discussion of Rose Garden Project in relation to a New Community Facility

Acting Chair Shumway stated they should combine agenda items #1 and #2 for tonight's discussion.

Acting Chair Shumway stated the Board met with Group Four, the architectural/planning firm that is consulting for the City on the project. Boardmember Graff stated the Community Facility Parcel Ad Hoc Committee (CFPAC) met after that meeting and Group Four gave a presentation about their meetings with all the Boards and Commissions. The CFPAC has met twice. One of the committee members raised a question about libraries and how they would adapt to digital technology. Library Director Gordon stated that flexibility is the key. Group Four asked the CFPAC members to go around and look at new libraries and to talk to other people about libraries. Boardmember Graff noted there has not been a lot of discussion about the community facility portion of the project. The library is fairly well defined. Acting Chair Shumway asked if the CFPAC was on track about the need for a new library. Boardmember Graff stated Councilmember Marsh has stated that the definition and scale of the library portion of the project needs to be completed by the end of the year. The City Manager has stated that the two portions of the project (library and community facility) do not necessarily need to be done at the same time. He stated the consensus of the committee seems to be that both facilities would be located along Doherty Drive.

Acting Chair Shumway asked when the parcel would be turned over to the City. Boardmember Graff stated the developers were surcharging the site and the City was not in a big rush to take over the parcel until the site preparation work was completed. The hope is that the developer would take care of some of the infrastructure.

Boardmember Graff noted the CFPAC was also looking at renovation of the City Hall complex.

2. Updates on the Community Facility Parcel Ad Hoc Committee (CFPAC)

Acting Chair Shumway noted the Board discussed this item.

3. Library Centennial Planning

Library Director Gordon distributed a draft budget for the Library Centennial Celebration. She noted the total would be about \$2,000. The Board asked Library Director to submit the draft budget to the City Manager.

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

Acting Chair Shumway stated he would like to continue this item to the next meeting.

NEW BUSINESS ITEMS

1. Update on the CAC Meeting for SMART Station Area Plan

Boardmember Graff stated he has been attending these meetings that pertain to development around the proposed SMART station. The plan includes the following two ideas: 1) Creation of a transportation hub and combining the rail station with the ferry terminal and the Marin Airporter; 2) Changing the density of development in the area. They are looking at several plans. He noted the configuration of the freeway interchange is a big constraint to any plan and the County has been working on the Greenbrae Corridor/Highway 101 Project for a number of years. Boardmember Rafter asked if there was proposed parking for the station. Boardmember Graff stated parking would be limited.

The Board briefly discussed the proposed location of the station.

Boardmember Graff stated the CAC meets every month.

Status Reports:

1. Report from Library Support Groups (Friends, Foundation, and Steering Committee)

Library Director Gordon reported the Friends wanted to create a holiday "wish-list". Their goal is to raise funds for a self check-out station. Tassy Menudier, President of the Friends, has agreed to sell some of the Library Centennial Calendars at some of the Friends events.

Library Director Gordon reported the Annual "Book-Talk" Tea was being held at Book Passage on Saturday, November 17th from 2:00 p.m. to 3:00 p.m.

FUTURE AGENDA ITEMS

Acting Chair Shumway stated the following items would be on the next agenda: 1) Continued Discussion of the Rose Garden in relation to a New Community Facility and Update on Community Facility Parcel Ad Hoc Committee (CFPAC); 2) Library Centennial Planning; 3) Begin Reviewing Current Year's Goals and Objectives in Preparation of Board's Annual Report.

NEXT MEETING DATE

Acting Chair Shumway stated the next meeting would be held on Monday, December 10, 2012. The starting time would be 6:00 p.m.

ADJOURNMENT

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

Respectfully submitted

Toni DeFrancis
Recording Secretary