



**AGENDA
LARKSPUR LIBRARY BOARD
Minutes for Regular Meeting
March 9, 2020**



ROLL CALL:

Present: Chair: Andy Revell; Michelle Melka; Jeff Gunderson; Jonathan Shambroom; Armelle Futterman

Staff: Franklin Escobedo, Library Director

Guest: Scott Candell, City Council, Gabe Paulson, City Council, Barbara Friday, The Friends of the Library, and Jeanne Friedell, The Commons Foundation

Meeting was called to order at 6:18 p.m., Monday, March 9, 2020.

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: Approved February 10, 2020 minutes.

PUBLIC COMMENT: No public comment.

BOARD MEMBERS REPORTS AND COMMENTS:

No comments.

LIBRARY DIRECTOR'S ORAL REPORT:

OLD BUSINESS ITEMS:

1. Discussion on library activities and staffing, including recruitments –

Library Director.

- Director Escobedo updated the board on the current hiring process and where the library was at in the current process.
- Frida Kahlo event has been cancelled and we are attempting to reschedule.
- Updated the board on the growing COVID-19, the library had not seen much

drop off in attendance. Only a noticeable decrease in morning attendance, but afternoons were still busy.

- Shared the postcard for patrons to sign up for newsletters from the library and partners.
- The Library has been invited to the Community Day in May that will be in the Bon Aire Shopping Center.

2. Library Card Holders of Larkspur – Library Director, Franklin Escobedo

- Director Escobedo reviewed the card holder data and jurisdiction codes. Discussed potential of card campaign for the school districts in the fall.
- The Board discussed ways to analyze the data differently and how the data could be used to promote different collections.

NEW BUSINESS ITEMS:

1. Update on current planning process for future library – Library Director, Franklin Escobedo

- Library Director updated the Board on the RFQ that was going to go to council for public review, but the meeting had been postponed due to scheduling conflicts.

Action: The Board was going to review the past decisions and documents then formulate an updated plan to be discussed at future board meeting.

STATUS REPORTS - REPORTS FROM THE LIBRARY'S SUPPORT GROUPS (Friends, Foundations)

The Commons Foundation: J. Friedell, secretary to the Commons Foundation updated the board on The Commons Foundations fundraising efforts.

The Friends of the Library: B. Friday shared that the momentum continues to build in the Friends efforts to grow the Friends group and raise the profile of the Library in the Community. Valentines Day was the kick off the Friends membership drive which is currently underway. Julia Flynn Siler will be a guest at Friends event on May 16.

The Larkspur Library Foundation: The Foundations board meeting was cancelled.

FUTURE AGENDA ITEMS:

Revisit the 2010 Needs Assessment for the Future Library

The Commons Foundation Update

NEXT MEETING DATE:

Board will set a date April 13, 2020.

ADJOURN MEETING

Meeting was adjourned at 8:05 p.m. on Tuesday, March 9, 2020 P.M.

Respectfully submitted,
Franklin Escobedo, Library Director

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

Franklin Escobedo
Franklin Escobedo, Library Director