

LARKSPUR LIBRARY BOARD
Minutes of Regular Meeting- April 8, 2013

Roll Call: Present: Chair Noel Shumway, Joan Foley (arrived 6:40),
Don Graff, Daniel Kunstler, Marianne Rafter

Staff: Library Director Frances Gordon

Chair Shumway 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

Approval of Minutes as Submitted: Special Meeting March 4, 2013

M/s, Graff-Rafter and approved 5-0 to approve the Consent Calendar with corrections to the March 4, 2013 minutes.

PUBLIC COMMENT

There were no comments.

BOARDMEMBERS REPORTS AND COMMENTS

Boardmember Kunstler discussed an article in the New York Review of Books regarding the National Digital Public Library. Library Director Gordon asked if this was being sponsored by a vendor. Boardmember Kunstler stated it was through the New York Public Library and was going on-line in April. The data base would be free to everybody in the world. He noted the Larkspur Library could guide its patrons to this free service. Chair Shumway stated he would like to talk about this at the May Board meeting.

Chair Shumway stated the Library Centennial posters were beautiful. Boardmember Kunstler asked if they were for sale in the Library. Library Director Gordon stated she would print more posters if there was a demand for them. Boardmember Kunstler asked how much it cost to produce one poster. Library Director Gordon stated it cost about \$5.00. Boardmember Graff asked how many posters were printed. Library Director Gordon stated about twelve. Chair Shumway stated the owner of Donut Alley would like to do a fundraiser for the library as part of the Library Centennial. Library Director Gordon stated it could be in preparation of the Summer Reading Program.

Boardmember Kunstler asked if the posters were in the public school libraries. Library Director Gordon stated “no”.

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.

Chair Shumway stated it seemed like the Library events calendar was full for the rest of the month. Library Director Gordon stated “yes” and she has to rent chairs for a number of the events.

UNFINISHED BUSINESS ITEMS

1. Update on the Rose Garden Community Facilities Parcel Master Plan, including the Library Board’s Letter to the City Council

Chair Shumway stated there was an article in the Independent Journal about the plan. He noted there were several inaccuracies, including a 7,500 square foot library. Boardmember Graff stated the number that came up in Kathy Paige’s (library consultant) report was 12,400 square feet. The article also had inaccuracies about the survey. The City Manager is working on details for a Bond Measure that would cover the community facility parcel, rehab of the City Hall, and streets. They are hoping to get \$20 million from the Bond Measure. Much of the funding for the library/community facility would need to come from donations and grants. Boardmember Kunstler stated the 2.5 acres would be divided into 1/3 community facility, 1/3 parking, and 1/3 open space. This would give them more than enough room for a library/community facility. He noted libraries in other parts of the country have 1 square feet per resident. A 7,500 square foot library would be grossly inadequate. Boardmember Graff stated the newer libraries in the Bay Area are built to that ratio. The Board needs to keep emphasizing this number. Some members of the LARC are of the opinion that the digital age would affect the need for more library space. He stated the key was flexibility.

Boardmember Graff stated the Planning Commission reviewed the Draft Master Plan and Initial Study and forwarded it to the City Council with some comments.

Chair Shumway stated time was of the essence with respect to the Bond Measure since there was always competition for funding. He stated he had trouble finding the Master Plan on the City Website.

Boardmember Graff stated the letter to the City Council in support of the Draft master Plan should include the following: 1) The parcel should be divided into three areas and should include a joint use library/community facility with a 20,000 square foot footprint; 2) The building should be single story; 3) The building should be single phase construction. If single phase construction is not possible due to financing then the

library portion should be built first.

Boardmember Foley arrived at the meeting.

Boardmember Graff stated the LARC proposed two locations and he is of the opinion that the location along Rose Lane was preferable. The Doherty Drive location makes no sense. Chair Shumway asked if they should get into that level of detail. He would like to emphasize the size of the building (at least 20,000 square feet). Boardmember Kunstler stated they need to emphasize at least 1 square foot per resident- they do not want to low-ball the number. Boardmember Foley stated she would prefer to wait on commenting on the location of the facility. They need to do things in stages and keep the “big picture” in mind.

Boardmember Graff stated they need to be careful not to compete with the Lark Theatre.

Chair Shumway stated this project was four to five years in the future. They should keep this in mind in terms of future needs and demands.

Chair Shumway stated he would draft the letter supporting the Draft Master Plan to the Council and he asked the Board to forward comments to Library Director Gordon

2. Continued Discussion of Library Centennial Planning for 2012

Library Director Gordon stated she sent an email invitation for Centennial participation to Foundation President Lanctot and asked him to forward it to all Foundation members. Library Director Gordon stated she asked the Foundation to sponsor the cost of the Centennial bookmarks.

Library Director Gordon displayed the new library card in honor of the Library Centennial. Boardmember Foley asked if a new Library card number would be issued with the new card. Library Director Gordon stated “yes”.

Boardmember Foley stated she would pick up the cupcakes at Suzy Cupcakes. Chair Shumway stated he would get cups, juice, lemonade, and balloons.

Boardmember Graff asked what time the Boardmembers should arrive. Library Director Gordon stated about 10:00 a.m.

Boardmember Graff asked when the Hall Middle School Jazz Band would begin playing. Boardmember Rafter stated around noon. She stated they would be serving cookies for adults in the Library. Chair Shumway suggested a Birthday sheet cake instead of cookies.

Boardmember Kunstler stated he would be taking some photographs during the

celebration. Boardmember Rafter stated kids could get pictures their taken with Larky.

The Board discussed the logistics of setting up, serving the refreshments, and breaking down. Boardmember Foley suggested they meet on Saturday to do some planning.

NEW BUSINESS

1. Review of the Library's Budget for next fiscal year

Library Director Gordon stated the Finance Director told department heads to hold the line for next year's budget. She discussed the costs associated with MARINet, technology needs, and a "Wish List" for library computer equipment purchases. She noted that the MARINnet costs could decrease slightly because the College of Marin would be joining the consortium.

STATUS REPORTS:

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

Library Director Gordon stated the Friends had their annual Board meeting. They are in favor of supporting implementation of a self check-out station.

The Foundation would be getting some additional grant money for books from the County of Marin. Boardmember Kunstler asked if the Foundation is planning to do the Wine Auction this year. Library Director Gordon stated "no".

FUTURE AGENDA ITEMS

Chair Shumway stated the following items would be on the next agenda: 1) Update on the Rose Garden Community Facilities Parcel Master Plan, including the Library Board's letter to the City Council; 2) Debriefing of Library Centennial Planning for 2013; 3) Article in New York Review of Books regarding Digital Public Library of America (DPLA); 4) Discussion regarding possible participation in 4th of July Parade.

NEXT MEETING DATE

Chair Shumway stated the next meeting would be held on Monday, May 13, 2013.

ADJOURNMENT

Chair Shumway adjourned the meeting at 7:22 p.m.

Respectfully submitted
Toni DeFrancis
Recording Secretary