

MARIN COUNTY FREE LIBRARY

Wednesday, September 14, 2011
Corte Madera Library

- - PROPOSED MINUTES - -

- (1) CALL TO ORDER
Meeting called to order at 7:03 p.m. President O'Connor requested that everyone introduce themselves to newly appointed Commissioners Barbara Schoen, District 5, and Jennifer Wallace, District 1.
- (2) ROLL CALL/INTRODUCTION OF NEW COMMISSIONERS

Present

Leslie Plant	David Fickbohm
Joel S. Fugazzotto	Cal Kurzman
Barbara Schoen	Richard Gamble
Lori O'Connor	Alison D. Howard
Martin Perlmutter	Max Norman
Jennifer Wallace	

Absent with Notification

Bill Crandall
Judy Anderson
Meredith Parnell

Also Present

Gail Haar, Director of County Library Services
Edna Guadiana, Sr. Secretary
Eva Patterson, Sr. Librarian/Branch Manager Novato

- (3) ADOPTION OF AGENDA
M/S/C Perlmutter/Fugazzotto - Agenda approved as submitted.
- (4) APPROVAL OF THE MINUTES
M/S/C Kurzman/Fugazzotto – June minutes approved as submitted
M/S/C Howard/Fugazzotto – August minutes approved as submitted

(5) OPEN TIME FOR PUBLIC EXPRESSION

None

(6) READING AND CORRESPONDENCE FILES

(7) YOUTH SERVICES REPORT

Eva Patterson, Branch Manager/Sr. Librarian gave a brief update on youth services for the Marin County Free Library.

Every other year when it's time to talk about Children's Services, we seem to talk about how great the Summer Reading Program is. And really it is ***the*** big ticket as far as Children's Service go. But it isn't the only ticket so to speak. So I want to update you on Children's Services programs, outreach, partnerships, collection development, and of course the Summer Reading Program.

I hope you're aware of the many marvelous programs our librarians make available – storytellers, puppeteers, musicians. But our librarians also worked with children from birth to 5th/6th grade. They've gone into the streets, and reached out to prisoners. And they've gone to the dogs. Here are some examples of how our librarians reach children and parents inside our libraries:

- There are children book discussion groups at CMA and NOV
- FAI, CMA, and NOV have Read to a Dog programs
- CMA regularly has local children's authors visit the library to talk with children
- WM has regular Bilingual Baby Bounce Story Time, and Bilingual stories and crafts programs
- Classes visit our branches year round for introductions to the library, research assistance, and stories
- All our branches are now offering MGOL programs for our very youngest patrons. We had the originator of MGOL, Betsy Diamant-Cohen, come in to train us. We ordered all the supplies the librarians would need to start offering MGOL. After an almost general reluctance, each librarian has come to love giving the programs.

Our librarians also go out into the community to promote Children's services:

- We hosted tables at the Marin Child Care Council's annual Preschool Fair and the Hamilton Elementary School Harvest Festival
- Marilyn Wronsky was a special dignitary at the Neill Cummins School's Second Annual Book Character Parade
- All librarians visited local schools to talk about SRP and other children's services

We formed partnerships with other people and organizations:

- We worked with Border Book Store and the San Rafael Public Library for the Border's Holiday Book Drive. We ended up with 25 boxes of books to use in our collections, in outreach to help families, for day care centers, for older children in foster homes and juvenile hall who don't have easy access to a library, and as prizes for our summer reading program.

- We worked with the Bay Area Discovery Museum to add museum passes to the MCFL collection for the enjoyment of our young patrons and their families.
- Kathleen Fitzhugh-Remitz works with The Dominican University as an expert in Children's Literature and presents a lecture for Dr. Rosemarie Michaels' English class at the branch each year
- Novato librarians provide a monthly story time at the local Whole Foods Store
- To celebrate National Library Week (April 11-17) our librarians designed a successful Golden Gate Bridge contest for our young patrons, partnering with Jim Farley and the Marin County Fair. Families had fun reading books about the Golden Gate Bridge, followed by a fun quiz. The families received up to 2 free kid's passes to the Fair
- The Humane Society honored Marilyn Wronsky for helping the Share a Book/Read-to-a-Dog program expand to ten Marin libraries in these last five years
- Kathleen assisted with Take Our Daughters and Son to Work Day at San Quentin prison. She provided Dewey brochures stuffed with library handouts, ELF grant books, and bookmarks.

Our collection development projects were:

- System ordering of materials
- Weeding in advance of floating children's material
- Replacement ordering of materials
- Making decisions that resulted in consistency of collections in advance of floating
- Proposing a labeling system for genre fiction and Children's room collections
- Library Card Month (which was postponed this year)
- Revision of all age and grade level reading lists
- Working with Electronic Services on the new Children's web site and the Evanced web site for Summer Reading
- Participated in a month long online Infopeople course on Teen Services Fundamentals

Summer Reading Program:

- At the end of 2009 the Children's Librarian agreed to standardize the SRP. We move to counting successful completion of the program as reading for 20 minutes a day for 20 days. We decided on fewer and consistent prizes system wide, and agreed that a t-shirt would be the best final prize for completion. Overall this new program has met with great approval from kids and parents alike. There have been some problems these past 2 summers with t-shirt sizes – some we can control, some we can't.
- 3808 signups with over 1900 completing =@50%
- 56 programs with 5220 attending
- This year for the first time we allowed online sign up for Summer Reading using the same platform that the Teens and Adults use. We also participated in the

CLA Outcome Based SRP which asked us to take Summer Reading out into our communities.

PRIMARY LIBRARY	TOTAL
Bookmobile	2
Civic Center	25
Corte Madera	13
Fairfax	22
Marin City	64
Novato	78
South Novato	10
West Marin	9
TOTALS	223

- Worked with 32 community groups with 853 children participating
- Counting those who participated in our libraries and those who participated with our partner groups = 4661
- Over 5,600 children (inside/outside) of MCFL participated in the SRP this year.

After a brief question and answer period, President O'Connor thanked Eva for her presentation.

- (8) REPORTS OF COMMITTEE CHAIRS AND OTHER COMMITTEE LIAISON
NONE
- (9) NEW BUSINESS
a) New Committee Assignments: The current Committee list was routed around for each commissioner to either confirm that they wish to remain on current committee, or select a different committee to participate in.
- (10) OLD BUSINESS
a) Commission Annual Report 2011-2012 –
b) Change one
- (11) PRESIDENT'S REPORT FOR AUGUST 2011
NONE

(12) DIRECTOR OF COUNTY LIBRARY SERVICES REPORT FOR AUGUST, 2011

Director Haar announced that:

- ✓ Dominican is now live, but the delivery may still not be working.
- ✓ MCFL received a service award from Overdrive who is a one of MCFL's E-Book vendors
- ✓ In a major step forward to reduce patron confusion, the MARINet Board voted several months ago to fund a shared e-book collection. Unlike print books, e-books are licensed so that patrons only had access to e-books if their home library actually purchased them. Now, all MARINet patrons share a master collection with over 2,420 titles. Belvedere-Tiburon, San Rafael, and MCFL merged their collections, with additional funding added from MARINet.
- ✓ Tickets are still available for an "Evening with Kay Ryan," on November 18 at 7:30 pm, in the Angelico Hall at Dominican University. Poet Laureate Ryan is a Marin County resident, and proceeds from the event will be used to support arts and poetry programming at all branches of MCFL.
- ✓ In the very first completed project of the Facilities Stabilization Plan, a door has been installed at the entrance to the Anne T. Kent California History Room within the Civic Center. We've wanted to do this for quite some time in order to provide greater security for valuable items in their collection. A bonus will be some noise and access control when programs are held in the adjacent magazine or children's areas.
- ✓ Next in line is an ADA project at Novato to make the atrium accessible. The work will probably be done in two chunks – the first will involve creating an accessible path of travel within the atrium itself and the second will require adding an additional door to the atrium that is wide enough for a wheel chair. A landscape architect (Brian Powell & Assoc.) is looking at various solutions that maintain as much of the current look and feel as possible. Since we have been pre-approved "in concept" to use some available redevelopment funds, we are working to complete the work in a tight time frame to be able to get reimbursed by Novato Redevelopment.
- ✓ A Request for Proposals (RFP) has gone out to area architectural firms for the lobby remodels in Civic Center, Novato, Corte Madera, Fairfax and Marin City. The submittals are due in mid-October and then there will be interviews (if required) late October.
- ✓ MCFL is working on having a genius bar at all branches
- ✓ NOV Friends purchased 4 bilingual licenses for Early Literacy stations in the children's computers
- ✓ Fairfax now has a new Branch Manager, Margaret Miles. Margaret was most recently the Library Director in Plumas County and started with Marin County on August 8.
- ✓ Terry Jones (CLS, Bookmobile) has been honored by her more than 2000 County colleagues by being named Employee of the Month for September.
- ✓ This has been an eventful summer for the Joint Literacy Program. With the cutbacks in funding from donors and from the State, services had been drastically reduced. Earlier in the year several staff left, the program manager, Susan Charlton left in August and the City of San Rafael has just laid off the remaining two permanent staff members due to lack of funds. The San Rafael Literacy office remains open two days a week, staffed by the new interim

Executive Director, Robin Carpenter. Robin and the Marin Literacy Board are working tirelessly to update and maintain the tutor database, support student/tutor pairs, and to develop a strategic plan that maximizes funding opportunities. Two other major components of MLP remain intact and are continuing to serve their communities efficiently and effectively. FLAGship (Families Learning and Growing) is funded by First Five of Marin through next June. The West Marin Literacy program, housed in the Point Reyes Creamery building, continues to be funded by the Marin County Free Library and provides service and creates effective partnerships in the West Marin community. MCFL's contract with the Joint Literacy Program expires October 1. We will continue to support the West Marin program with the goal of eventually being able to contract for services in other areas of our district through the Marin Literacy Program.

- ✓ We're still looking to fill the Branch Manager position for the Novato Libraries
- ✓ The recruitment for Children's Librarian II at Novato has closed, and 13 candidates have met the minimum qualifications to go forward in the recruitment process.
- ✓ Library Card Month will be scheduled at a later date, once the Library's logo is available to go public
- ✓ In preparation to doing the remodeling of the various libraries, Deputy Director Bauer took several staff on a tour of recently remodeled libraries (Napa, Davis, Valley High, and Elk Grove) in locations close to Marin. A second tour will be scheduled in the near future. The hope is to create one centrally located service desk, instead of several different ones.
- ✓ We are in the process of revamping the library's statistics. We will resume sending out to Library Commission, once the kinks have been worked out.
- ✓ Our newly purchased (pre-loaded) color Nooks are about ready to go out for MCFL patrons to check out.

(13) ANNOUNCEMENTS
NONE

(14) ADJOURNMENT – M/S/C Gamble/Perlmutter Meeting adjourned @ 8:30.