

MARIN COUNTY FREE LIBRARY

Wednesday, December 8, 2010
Corte Madera Library

- - PROPOSED MINUTES - -

- (1) **CALL TO ORDER**
Meeting called to order at 7:03 p.m. Vice-President O'Connor requested that everyone introduce themselves to newly elected Library Commissioner Max Norman, who represents District 5. Commissioner Norman apprised the Commission that he is a high school student at Marin Academy who's had a lifelong interest in books, reading and libraries. Director Haar wished everyone a Happy Holiday, and handed out chocolates for everyone to enjoy.
- (2) **ROLL CALL/INTRODUCTION OF NEW COMMISSIONERS**
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|---|-------------------|
| <u>Present</u> | |
| Bill Crandall | Max Norman |
| Joel S. Fugazzotto | Meredith Parnell |
| Leslie Plant | Reggie Winner |
| Richard Gamble | Lori O'Connor |
| Cal Kurzman | Martin Perlmutter |
| <u>Absent with Notification</u> | |
| Judy Anderson | Ed Duggan |
| David Fickbohm | Alison D. Howard |
| <u>Also Present</u> | |
| Gail Haar, Director of County Library Services | |
| Scott Bauer, Deputy Director of County Library Services | |
| Edna Guadiana, Sr. Secretary | |
| Eva Patterson, Branch Manager (Interim), Civic Center | |
| Mrs. Norman | |
- (3) **ADOPTION OF AGENDA**
M/S/C Winner/Crandall Agenda adopted as submitted.
- (4) **APPROVAL OF THE MINUTES**
M/S/C Winner/Plant Minutes adopted with the following revision: Commission Kurzman was listed as being present and absent. He was absent from 11/10 Library Commission meeting.

(5) OPEN TIME FOR PUBLIC EXPRESSION

None

(6) READING AND CORRESPONDENCE FILES

The reading file was circulated for all to read.

(7) CIVIC CENTER BRANCH REPORTS

Eva Patterson, Interim Branch Manager of the Civic Center Library is a Children's Librarian at heart so she usually names her reports after a children's book. Tonight's report is: "That's Good! That's Bad!" inspired by the fun picture book series by Margery Cuyler (Ki-ler).

Within the past year we have discarded several thousands of items from our collections. MCFL decided to weed magnetic tape items so we discarded almost 3,000 VHS and Books on Tape. In preparation for the expansion of system floating, we weeded over 12,000 books in our adult non-fiction collection and 1,700 in our children's collection. And like any home, removing all the clutter makes it easier to see all the good stuff you have. **That's Good!**

We sent many of the VHS and Books on Tapes to the Book Place. We donated (through the Friends) some of the Books on Tape to local senior homes. We also sold many items earning more than \$4,000 for the branch discretionary fund. **That's Good!**

The Marin IJ ran a story on our discarding and packing away of books. We got lots of negative comments. **That's Bad!**

The folks at the Internet Archives read the IJ story and asked to digitize our books so they would be available to everyone, all the time. **That's Good!**

After weeding so many items from our collections we had a lot of empty shelves that made our branch look unattractive. **That's Bad!**

We are now in the process of re-organizing the collections under the dome. We have an expanded Teen area and are looking for furniture and carpet to give it Teen appeal. We've moved the New Books and freed up the 2 front tables for patron use. We've already moved the Spanish, Biographies, Large Type, Classics, Exam, and Telephone books, and have plans to move more collections. Our mission for the reorganization is:

- Items should be made accessible and easy for patrons to find.
- Space should be allocated to allow displaying materials in an attractive manner.
- Collections should have room to grow.

That's Good!

The Civic Center Library has a large number of special needs adults that use us on an almost daily basis. I'm not sure if other branches have such a high volume of that demographic. Kathleen spends several hours a week serving their needs in the Children's room, and all staff members are adept at providing services to these patrons. **That's Good!**

All aspects of circulation activity continue to increase due to patron demand and the floating of more library materials. For example, comparing third quarter 2009 with third quarter 2010, we saw a 15% increase in delivery bins, a 2% increase in holds, and a 20% increase in paging slips. There was also a 7% increase in the number of visitors to our branch, comparing the first 6 months of 2009 with the first 6 months of 2010.

That's Good!

We've had to deal with the loss of LBA hours due to health issues this year (not all work related). This along with some circulation staff health absences has caused sporadic losses of efficiency in some circulation and shelving functions. **That's Bad!**

We have recently welcomed three new volunteers who are helping with the shelving of materials, re-labeling, recovering and laminating books. Circulation now has 5 regular volunteers, who in addition to our community service volunteers, have provided more than 650 hours of needed assistance. **That's Good!**

The California Room received several significant donations including: 385 postcard negatives from the archive of Alexander J. "Zan" Stark documenting Marin County towns and locales, c.1935-1955; Panama Pacific International Exposition (1915) souvenirs and memorabilia including "Novagems" from the Tower of Jewels, medals, buttons, plates, fans, etc. (donated by the San Rafael Public Library); Large collection of Shafter Family papers relating to the Pt. Reyes Peninsula, 1870-1909; Archive on the history of Santa Venetia including photographs, deeds, maps, correspondence and miscellaneous papers, c.1862-1960. They also entered into a partnership with the Marin Genealogical Society to preserve, archive and index the Marin County Coroner's records, 1851-1985. **That's Good!**

California Room completed the California Council for the Humanities grant which included the creation of 8 videotaped oral histories with Marin County artists, a documentary titled: Marin Mind/Scapes: Stories of Art, Nature & Wellness, and 2 events featuring this documentary which drew approx. 700 people. **That's Good!**

Without an updated CRM website, we have no place to highlight our new acquisitions, or to integrate our searchable CONTENTdm database with over 900 images, 85 oral histories, and historic issues of the Marin Independent Journal. **That's Bad!**

A website redesigned by County IST is nearing completion and is expected to go live in about 2 weeks. Also CRM will pilot the use of Twitter to keep in contact with patrons. **That's Good!**

We've presented more than 120 programs to patrons of all ages including storytimes, book clubs, a Teen LAN party, historical talks, puppets, master gardeners, a face reader, authors, and financial planning. Attendance for these programs was more than 3,000 people. **That's Good!**

While we don't keep count, we get visitors from around the world every Wednesday on the Civic Center building tour. **That's Good!**

Our Summer Reading Programs were a great success – approximately 700 children, 100 teens, and 50 adults. Our first year adult SRP had the highest registration of MCFL branches. **That's Good!**

Civic Center Library is a great place to work and the staff continues to provide excellent customer service. **That's Good! No, That's GREAT!**

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

- (8) NEW BUSINESS
None
- (9) REPORTS OF COMMITTEE CHAIRS AND OTHER COMMITTEE LIAISON
Director Haar stated that Edna would be contacting the Budget Committee to schedule the annual meeting sometime in January.
- (10) OLD BUSINESS
 - a. Collection Development Statement: This item was tabled until the January 11th, Library Commission meeting.
- (11) PRESIDENT'S REPORT FOR NOVEMBER 2010
NONE
- (12) DIRECTOR OF COUNTY LIBRARY SERVICES REPORT FOR NOVEMBER, 2010

BOOKMOBILE: It's time for giving thanks! Thanks for having a working Bookmobile again just as the rains have begun. The Italian part finally arrived and was promptly installed by the garage. We were back on the road on November 15 and happy to be back in the saddle. Our arrival at stops was accompanied by clapping and cheers which was music to our ears. Although our patrons were great sports during our long down time, it was wonderful for folks once again to have lights, shelves and more books to choose from. So many of the seniors we serve already deal with limited options in their lives. It was a good reminder for us to see how important the library is to them and what a great joy it is to step into a truck full of wonderful books to choose from. A funny note from one of our fellow bookmobilers in Ohio---- *You know you work on a bookmobile when one patron asks you to pass along a message to another patron, "Please tell Carol I need large round bales of hay for my cows."* And an additional reply from Kansas---- *"When you don't think twice about the request...you know you work on a bookmobile".*

CALIFORNIA LIBRARY ASSOCIATION ANNUAL CONFERENCE, SACRAMENTO, NOVEMBER 12-15 The annual CLA conference is a wonderful opportunity to network with librarians from all over the State sharing ideas and concerns in both formal and informal settings and to explore the Exhibit Hall, meeting with current vendors and finding out about new products and services. When the conference is in Northern California (every other year) we encourage all levels of staff to attend and stretch their horizons a bit. This year MCFL was privileged to have two staff members selected to do large presentations.

Most of our Branch Managers attended for at least one day and shared their notes with each other afterwards. Programs they attended ranged far afield. A few examples are - *Volunteers: the Difference between Just Getting By and Making It Big*; *Facilitating Civic Dialogue in Your Library*; *Master Speaker Steven Berlin Johnson, author—Where Good Ideas Come From* who said that good ideas are usually not “eureka moments” or instantaneous inspiration; they are the result of slow development, incubation in rich environment and collaboration—“slow hunch;” *Introduction to web and app design for mobile devices*; *Privacy and Social Media: Satisfying Community Outreach Without Sacrificing Privacy*. In addition to the regular programs, Director Haar also attended the yearly County Librarian’s Meeting called by State Librarian Stacy Aldrich and the quarterly meeting of our northern California library cooperating consortium NorthNet.

ONE BOOK ONE MARIN: Marin’s County wide book club is celebrating its 5th successful year of reading, discussion and community building; this year’s selection is Abraham Verghese’s “Cutting for Stone.” Marion and Shiva Stone are twin brothers born of a secret union between a beautiful Indian nun and a brash British surgeon. Orphaned by their mother’s death and their father’s disappearance, bound together by a preternatural connection and a shared fascination with medicine, the twins come of age as Ethiopia hovers on the brink of revolution. Moving from Addis Ababa to New York City and back again, Cutting for Stone is an unforgettable story of love and betrayal, medicine and ordinary miracles—and two brothers whose fates are forever intertwined. Dr. Verghese (a professor of medicine at Stanford University) will be appearing at Book Passage in February and at Dominican University in April to share his insights about medicine and writing. Our local libraries will also be hosting a variety of programs to enhance the reading experience of this exceptional work.

MEASURE A ADVISORY BOARD: Director Haar reported that the BOS will be taking action on Tuesday to appoint the Commission as the Measure A Advisory Board. The item should be on the consent calendar so we’re hoping that the IJ won’t make too much of it. Director Haar anticipates that she may get a call from the IJ after the agenda goes public. The Commission will spend the January meeting working on Managing for Results. She will bring lots of “pre-work” done by staff. The aim is to align our strategic goals with the promises that were made to the voters last June. We will then work on the Community Report in early summer. Director Haar will notify the League of Women Voters and the other groups who previously sent representatives about the upcoming January 12 Library Commission meeting, where the Managing for Results (Formerly the Strategic Plan) will be

discussed. Deputy Director Scott Bauer gave a brief update on where we're at with our Capital Projects. We've had several meetings with architect recently; working with DPW and hopefully can do some planning this spring and move ahead during the next calendar year.

PERSONNEL: Irene Morales, Librarian II, has been selected as the new Supervising Librarian for San Rafael Public Library's Pickleweed Branch and will be starting her new position at the end of December. Irene has done a great, great job as our Spanish Services Librarian the past three years, measured both by the increase in Spanish Language materials and - more importantly - by the increase in visits to and awareness of the Library in Marin's Spanish speaking communities. Fortunately for us, she is moving just a few miles "down the road", and I'm sure that we'll have many chances to continue working in collaboration with her and with San Rafael in the future. We are in line with HR to replace Irene, and there will be a going away potluck on December 17 in the Point Reyes Library, for anyone who would like to attend. Director Haar announced that the BOS approved reclassifying the Electronic Services Librarian position to a Librarian II position, which will allow us to now start an internal recruitment for this position.

(13) ANNOUNCEMENTS

Gail reminded everyone that there is still room to attend the E-Books "Think Tank" Training this Friday 12/10 @ 9am at the Marin Community Foundation.

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