

MARIN COUNTY FREE LIBRARY

Wednesday, March 11, 2015

Marin City Library

- - PROPOSED MINUTES - -

1. CALL TO ORDER

Meeting called to order at 7:02 p.m. President Schoen requested that everyone introduce himself or herself to familiarize newly appointed Commissioners with existing.

2. ROLL CALL/INTRODUCTION OF NEW COMMISSIONERS

Present

| | | |
|------------------|-------------------|------------------------|
| Barbara Schoen | Bill Crandall | Arthur Whitman-Bradley |
| Clifford Jacobs | Margaret Kathrein | Linda Ward |
| Sally Hauser | Tyrone H. Cannon | Nick Javaras |
| Ann Laner Kaplan | Anya Schandler | |

Absent with Notification

Loretta Farley Cal Kurzman Alison Howard
Joel Fugazzotto

Also Present

Sara Jones, Director of County Library Services
Edna Guadiana, Senior Secretary
Julie Magnus, Branch Manager, Marin City/Corte Madera libraries
Etienne Douglas, LAll II/WebStar Coordinator, Marin City library
Diana Lopez, Community Library Specialist, Marin City library

3. ADOPTION OF AGENDA

M/S/C – Kathrein/Jacobs agenda approved as submitted

4. APPROVAL OF THE MINUTES

M/S/C -- Whitman-Bradley/Laner-Kaplan minutes approved as submitted.

5. OPEN TIME FOR PUBLIC EXPRESSION

Commissioner Kathrein shared with the Commission that she had visited the 3-story Santa Barbara library in Santa Monica, which was built in 1917 with a Carnegie library construction grant. President Schoen commented that there are 3 libraries in Marin County, which are also Carnegie libraries: San Rafael, San Anselmo and the original Mill Valley (now a private residence) libraries. Commissioner Kathrein also stated that the Santa Barbara has a language program

that converts documents into language spoken by patron for them. Director Jones routed a book entitled “Cultural Gem” which illustrates libraries throughout the world, which were constructed from around 1910 to 1943

6. READING AND CORRESPONDENCE FILE –
Reading folder was circulated for all to read.

7. TECHNOLOGY/DIGITAL LITERACY REPORT

Julie Magnus, Branch Manager for the Corte Madera/Marin City Branches, Etienne Douglas, Library Assistant II/WebStar Coordinator, and Diana Lopez, Community Library Specialist gave a brief update on Technology while Director Jones gave an update on Digital Literacy for the Marin County Free Library. Etienne and Diana reported on the WebStar program and shared a variety of projects completed using Marin City’s new 3-D printer. The WebStar program is for High School youth, 14 to 17 years of age who are hired at the Marin City library as WebStars who assist the public with computer questions, and also offer computer and design classes. Once they graduate from high school they are no longer eligible to participate in this program. This program is modeled aft the “Explainers Program” at the Exploratorium. Diana began her presentation by thanking Director Jones for allowing the Marin City library to pilot the first 3-D printer in the MCFL system. Diana also acknowledged the MCI Friends for providing the filament and all other necessary supplies for the 3-D printer. We’ve had a very positive response from the public on this 3-D printer, which is available to public for free, and is PC not Apple based. Director Jones added that there has been quite a bit of media publicity on this very popular 3-D printer. After a brief question and answer period, President thanked staff for their presentation.

Director Jones distributed a handout of a page of the Library’s Strategic Plan relating to our goal of “Being a positive environment for mobile and digital literacy”. Director Jones reported that there were 1,499,547 virtual visits, 16,727 uses of our mobile app, we have 140 public computers with 152,134 sessions and 204,400 wireless sessions. This page also lists different Apps that are available for patrons to download. Some of them include: 62,918 E-books (20% of MCFL materials) available, 10% of entire library collection is in electronic format; enki (Digital Book) contains 37,000 items and is available through our catalog (digital content); hoopla is downloadable audio and videos; 3M Cloud one of our newest and easiest to use to find materials; zinio is magazines; HelpNow! is one on one real time chat between teachers (who are thoroughly background checked) and students who needs assistance with his/her homework; Hoopla (music, movies, ebook) is downloadable audio and video; Boopsie is a phone application for smart phones which does many things and has been used 160,727 times this year.

8. REPORTS OF COMMITTEE CHAIRS/OTHER LIAISONS

- a. Budget Committees: President Schoen reported that the February 25 Budget committee had gone well, and she was pleased to learn that we still have \$2.5 million dollars coming in. Director Jones handed out and again reviewed MCFL's proposed Measure A Budget Structure. Jones reminded the Commission that we are in the second year of a 2-year budget and there are no big substantial changes. The library has a \$17 million dollar budget with \$11 million is going towards human resources. We will now take to Board of Supervisors on April 20, for approval.

9. NEW BUSINESS

None

10. OLD BUSINESS

- a. Extension of Measure A Oversight Committee of 5 members of Commission: President Schoen reminded the Commission that there had been a discussion regarding this item during the previous month's meeting. After bringing the newly appointed Commissioners up to date, Commissioner Ward motioned, Commissioner Hauser seconded the motion, and the Commission voted unanimously to write a letter (with the assistance of Director Jones) to the Board of Supervisors recommending that the Library Commission should continue for the next 9 years (until 2024) to be the oversight committee for Measure A. and direct the Library Commission to then appoint 5 Commissioners to serve on this oversight committee. Director Jones apprised the Commission that she had met with our County Counsel, and yes we do still have to continue to adjourn as Library Commission to Measure A Advisory Committee when we meet, per the Brown Act. Director Jones suggested that the Measure A Advisory Committee could possibly meet at 6pm on scheduled Library Commission meeting dates or possibly every third month, and then report back to the Library Commission. After a continued discussion, Commissioner Whitman-Bradley motioned, Commissioner Jacobs seconded and the Commission voted unanimously to direct Library Director Jones to write a letter to the Board of Supervisors, outlining the 5 member committee

b. Measure A Report:

- i. Planning for expenditures – Measure A chart 2015/16 – 9 years – 2024 – Director Jones reported that the first Measure A was enacted in 2010 and provided roughly 2.5 million dollars each year to the library, with a specific purpose of keeping us operating and open. Since the onset of Measure A, all money coming in has been commingled with the Library's general \$17 million budget, making it difficult to track. A new system has been put in place with the recent passage of the second Measure A which was enacted in 2015. There is now a new account specifically dedicated to Measure A funds, which will make it easier to track and report back to the Commission. There are 4 things this money will be spent on and they are: Salaries & benefits at roughly \$1 million dollars or 10% of entire salary

expenditures; \$950,000 on leases, programs and library materials, \$50,000 for technology and \$500,000 on capital projects annually.

11. PRESIDENT'S REPORT FOR FEBRUARY

President Schoen referred back to handout "Rising to the Challenge" Director Jones had distributed at last month's meeting specifically pages 50-51 of this document, one of which is a call to action and the other a conclusion. We've accomplished quite a few collaborations and partnerships, including with: Dominican University (MARINet), Novato Unified School District. Schoen stated that she after reading this document she feels that the Commission is on the right track.

12. DIRECTOR OF COUNTY LIBRARY SERVICES REPORT FOR FEBRUARY

- All remodels are now complete;
- We are still looking at our single point of service models to make sure we're accomplishing everything we'd hoped for;
- The new South Novato library will be relocated to C street sometime in June, and the community activity prior to the opening is now scheduled on Saturday, April 4 from 10-2. We are calling it a book-a-pooloza.
- Recruitment is going strong, and we may have a week or two of 100% filled positions

13. ANNOUNCEMENTS

President Schoen announced that we are currently in the middle of the One Book One Marin program. This year's book is At Night We Walk in Circles, and is available in both English and Spanish, The final event is scheduled on Tuesday, May 19 @ Dominican University (Angelico Hall) at 7pm.

14. ADJOURNMENT – M/S/C Jacobs/Whitman-Bradley – Meeting adjourned @ 8:35 pm