

MARIN COUNTY FREE LIBRARY

Wednesday, February 11, 2015
South Novato Library
- - PROPOSED MINUTES - -

(1) CALL TO ORDER

Meeting called to order at 7:02 p.m. President Schoen introduced and welcomed newly appointed Library Commissioners from District 1, Linda Ward and Sally Hauser.

(2) ROLL CALL/INTRODUCTION OF NEW COMMISSIONERS

Present

Barbara Schoen	Bill Crandall	Arthur Whitman-Bradley
Clifford Jacobs	Joel Fugazzotto	Margaret Kathrein
Sally Hauser	Linda Ward	

Absent with Notification

Loretta Farley	Cal Kurzman	Alison Howard
Tyrone H. Cannon	Nick Javaras	

Also Present

Sara Jones, Director of County Library Services
Scott Bauer, Deputy Director of County Library Services
Damon Hill, Administrative Librarian
Edna Guadiana, Senior Secretary

(3) ADOPTION OF AGENDA

M/S/C –Bradley/Kathrein -- Agenda approved as submitted.

(4) APPROVAL OF THE MINUTES

M/S/C -- Fugazzotto/Kathrein -- Minutes approved as submitted

(5) OPEN TIME FOR PUBLIC EXPRESSION

- President Schoen shared with the Commission that while she was visiting Myanmar, she found out that they have over 3,000 libraries many in rural areas where they have no electricity, while at the same time the government has repressed the 2 major colleges (Universities of Mangong and Bandalay) there by not allowing any books in their libraries for over 30 years. With the recent change in the political situation, they are now jumping forward 30 years with the introduction of E-Books.

(6) READING AND CORRESPONDENCE FILE –

Reading folder was circulated for all to read.

(7) NOVATO REPORT

Janet Doerge, Branch Manager was ill and unable to attend meeting and give report. After receiving comments from commissioners on how it would be good to just have a group conversation, Director Jones lead the Commission in a conversation on the topic of patron behavior in the Novato Library. Some issues at Novato that are prevalent of late include: congregation of unsavory activities in the pit; a patron who was carrying a large knife strapped on their leg. Sara is looking into meeting with Health & Human Services staff, to perhaps have a Social Worker on hand in the branch for those with mental illness. There was a suggestion to include staff from the Ritter House or St. Vincent's in on future conversations about this.

(8) REPORTS OF COMMITTEE CHAIRS/OTHER LIAISONS

- a. Budget Committees: Director Jones announced that the next Budget Committee is scheduled on Wednesday, February 25, at 4:30 in the Library Administration Conference, Room 414 in the Civic Center Building. Sara reminded the Commission that this is the first time we've done a 2 year budget. The process this time was just to modify the 2nd year of the budget as needed. We have a pending new position in this budget as well as staff that have requested that a classification and compensation study be done on their specific position. Sara also reviewed the Measure A spending costs on remodels to date. Total commitments for this year (7/1/14-6/30/15 – final year of 5 year Measure A money) are projected to be \$677,297. Over the past 5 years, there was a little over \$2.5 million to spend on Measure A with a top end of \$3 million put aside to work on remodels. After a brief question and answer period, President Schoen thanked Sara for her report.

(9) NEW BUSINESS

- a. Strategic Plan: Director Jones handed out copies of Rising to the Challenge Re-Envisioning Public Libraries by the Aspen (funded by Bill & Melinda Gates) Institute along with the Library's Strategic plan. Sara suggested that everyone pay special attention to pages 50-52 which lists the 15 action steps for Library Leaders. Sara would like to schedule a Library Commission retreat at a future date. Sara announced that the BOS had supported the joint venture with the Novato Unified School District by a vote of 5 to 0 at their February 10 meeting. Commissioner Fugazzotto commented that this can be viewed on the County's website for anyone

- wishing to view. Sara presented this to the BOS for the first time with the visuals and goals and then tied the school districts activities with this.
- b. Managing for Results: Damon Hill, Administrative Librarian distributed FY 2014-16 Mid-Year Review document that lets the County know how we are doing. This is a 2 page document which list the Library's 4 goals with initiatives listed under each. Damon apprised the Commission that we have for the most part accomplished all 4 goals. After a brief question and answer period, President Schoen thanked Damon for his report.

(10) OLD BUSINESS

- a. Commission Annual Report 2015-16: President Schoen reminded that at last month's meeting we discussed this item in detail. After a brief discussion, the Library Commission decided to submit the Commission Annual Report 2015-16 with revisions to the County Administrator's office, and work on creating a mission statement for the Library Commission, in time for next year's Commission Annual Report 2016-17.
- I. Discuss Mission Statement and extension of Measure A oversight Committee of 5 members of Commission: Barbara reported that the Commission acting as the Measure A advisory committee would expire in June, so therefore we can't include being the Measure A Advisory into the Commission's mission statement, until the Board of Supervisor's authorize this. Director Jones again recommended a Library Commission retreat, which could include a facilitator, possibly on a Saturday, in the near future. After a brief discussion, Commissioner Jacobs motioned; Commissioner Hauser seconded and all Commissioners present voted in favor to propose to Board of Supervisors that a Measure A Committee be comprised of 5 existing Commission members, one from each district, moving forward, once we expire on June 30. President Schoen recommended that possibly the same people that are on the Library's Budget subcommittee also be on the Measure A oversight committee. After a continued discussion, it was decided to table this item until next month, provided Director Jones is able to run this by County Counsel for review and approval.

(11) PRESIDENT'S REPORT FOR JANUARY

President Schoen reported that she along with over 100 other people had attended the One Book One Marin book launch which was held on February 4 at 7pm at Book Passage. This year's book is "At Night We Walk in Circles", by Daniel Alarcon, who gave a presentation on it. The finale, which also includes a reception, is also scheduled on May 19 at Dominican University (Angelical Hall), and reserved seating is available for all commissioners.

(12) DIRECTOR OF COUNTY LIBRARY SERVICES REPORT FOR JANUARY

- Sara shared her excitement that the Board of Supervisors had supported and approved the Library's contract with the Novato Unified School District. We are currently working with the Ross and the West Marin school district has also shown an interest in the same kind of joint venture.
- Sara and Scott attended The Future of Libraries III: Do we have 5 years to Live? which was held at (USC) University of Southern California.

- This year's Summer Reading Program has a musical theme to it.
- We are hoping to move the South Novato Library by the end of May, and start up service in new location sometime in June. In the interim there is discussion of possibly having the Novato library open on Friday's and the bookmobile cover during the gap of South Novato Library service.

(13) ANNOUNCEMENTS

President Schoen announced that she would be introducing all newly appointed Library Commissioners, which is scheduled at the Marin City Library.

(14) ADJOURNMENT – M/S/C Bradley/Fugazzotto – Meeting adjourned @ 8:35 pm