

**MINUTES OF THE REGULAR MEETING OF THE  
SAN RAFAEL LIBRARY BOARD OF TRUSTEES  
TUESDAY, FEBRUARY 10, 2015  
DOWNTOWN LIBRARY MEETING ROOM  
6:00 P.M.**

**MEMBERS PRESENT:** SEAN PRENDIVILLE  
MELANIE LEAVITT CANTARUTTI  
KAREN NIELSEN

**MEMBERS ABSENT:** CAROL MANASHIL  
HANNA RODRIGUEZ-FARRAR

**OTHERS PRESENT:** SARAH HOUGHTON, LIBRARY DIRECTOR  
MADELINE MORK, FRIENDS OF THE LIBRARY  
IRENE MORALES, SUPERVISING LIBRARIAN

**APPROVAL OF AGENDA**

The agenda was approved unanimously on a motion by Cantarutti and a second by Nielsen.

**APPROVAL OF MINUTES**

December minutes approval was tabled until the next meeting because we did not have a quorum of trustees who were present at the December meeting.

**PUBLIC COMMENT**

None

**GUEST PRESENTATION**

Library Foundation President Gary Ragghianti talked to the Board about the Foundation's recent activities, including the expansion of the Board membership to fourteen, community outreach, the March visioning workshop and community meeting, consultants helping with specific work (site analysis, fundraising, etc.), and establishing committees within the Foundation. Ragghianti also highlighted the gift to the Library from Kay Corlett as well as the City Council's establishment of the New Library Subcommittee.

**STAFF PRESENTATION**

Pickleweed Supervising Librarian Irene Morales spoke about the Pickleweed Library's outreach efforts with the schools, Canal Alliance, and many other community groups.

## **CORRESPONDENCE**

An email was received from Bill Hale requesting email agendas and packets in advance of all 2015 Library Board of Trustees meetings.

## **REPORT FROM LIBRARY DIRECTOR**

The Library Loves You Week: February 8-14 the Libraries are celebrating The Library Loves You Week, with a different gift to our neighbors each day.

Technology Zone Update: We are awaiting some last pieces of software and then should be ready for launch.

Library Building Needs Assessment: The Library is soliciting proposals for a needs assessment and library building program.

One Book One Marin 2015: This year's program just launched. The book is Daniel Alarcon's *At Night We Walk in Circles*.

Code for Marin at the Library: Code for Marin's CodeFests are happening biweekly and some are happening at the Downtown Library.

Mobile Library at Your Fingertips: MARINet compiled a list of mobile apps for accessing different library services – from renewing your books to learning a new language.

STEAM Programs a Huge Success: The first series of STEAM Saturday programs at the Downtown Library were a huge success with waiting lists for every event. We will start up another series of STEAM programs in March.

## **REPORTS FROM LIBRARY SUPPORT GROUPS AND OTHER RELATED GROUPS**

Friends of the Library: The Friends are holding an in-store sale for Valentine's Day from 2/10-2/14. The rare and special book sale will take place at the Downtown Library 2/27 and 2/28.

SRPL Foundation: See above report from Foundation President Ragghianti.

Special Library Parcel Tax Committee: The Committee will meet February 20 to offer input on the development of the 2015/2016 budget.

## **OLD BUSINESS**

Envisioning a New Library for San Rafael: Since only two Board members can attend the two-day visioning workshop without forming a quorum, Melanie Leavitt Cantarutti will attend as well as either Carol Manashil or Sean Prendiville. Prendiville or Manashil will follow up with Houghton to let them know of their decision.

## **NEW BUSINESS**

Kay Corlett Donation: The generous donation from Kay Corlett in her trust to the Library has been set aside, per City Council direction, for the building of a new library accessible to all.

Term Limits – 3 Trustees Terms End in April: The terms of three trustees (Prendiville, Cantarutti, and Rodriguez-Farrar) will end in April 2015. Calls for applications will go out in March from the City Clerk’s Office.

2014/2015 Quarter 2 Financial Report: The spreadsheet summary and narrative report were shared with the Board. Items of note include the fact that the cost of security has been added to the Contract Services line item (monies coming from the General Fund, not from the Library’s budget) and also that other funding sources have been separated out into annual and static categories to more accurately reflect annual costs.

New City Council Liaison and Annual report: Every City Board and Commission now has a City Council Liaison. The Library Board of Trustees liaison is Maribeth Bushey. A meeting between Prendiville, Bushey, and Houghton has been scheduled for February 13<sup>th</sup>. The Library Board will also need to complete an annual report to the City Council. Trustees are asked to bring ideas for this report (including goals for this year) to the next meeting for discussion.

Exploring no fines on children’s materials and fresh start policy for youth: The public libraries in MARINet are considering a two-pronged approach to increasing youth access to library services. The first initiative is to eliminate all fines on youth materials (children’s, young adult, and teen). The second initiative is to have a “fresh start” or amnesty program for youth so that young people whose cards are blocked for over \$10 in fines/fees can get that wiped clean (presumably only once) and begin using library services again. This has been tried in many other libraries and is a successful way to increase youth use of library services instead of penalizing them for an inability or unwillingness to follow rules on the part of an adult in their life. The Board expressed encouragement to continue exploring this project.

Board of Trustees social event: As this was Carol Manashil’s item and she was not present, we have tabled it until next month.

## **ADJOURNMENT**

Meeting adjourned at 7:28 pm.

*Respectfully submitted by Sarah Houghton*