

**MINUTES OF THE REGULAR MEETING OF THE
SAN RAFAEL LIBRARY BOARD OF TRUSTEES
REGULAR MEETING, FEBRUARY 9, 2016
DOWNTOWN LIBRARY MEETING ROOM
1100 E STREET, SAN RAFAEL
6:00 PM**

SEAN PRENDIVILLE, CHAIR, PRESIDING

MEMBERS PRESENT: SEAN PRENDIVILLE, CHAIR
KAREN NIELSEN
CAROL MANASHIL

MEMBERS ABSENT: MELANIE LEAVITT CANTARUTTI
JOSH LIBRESCO

OTHERS PRESENT: SARAH HOUGHTON, LIBRARY DIRECTOR
HENRY BANKHEAD, ASSISTANT DIRECTOR
JOSHUA ALPERIN, PICKLEWEED SUPERVISING
LIBRARIAN
MADELINE MORK, FRIENDS OF THE LIBRARY

APPROVAL OF AGENDA

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

APPROVAL OF MINUTES

January minutes were approved with a 3-0 vote on a motion from Manashil and a second from Prendiville.

PUBLIC COMMENT

Hugo Landecker spoke about the San Rafael Heritage group's interest in preserving buildings in San Rafael. He expressed the group's interest in the future of the Downtown Library building. Edward Vorous also spoke as an interested member of San Rafael Heritage.

STAFF PRESENTATION

Pickleweed Supervising Librarian Joshua Alperin presented about the tween (ages 9-12) programming at the Pickleweed Library. The program offerings include a monthly book club, coding classes, crafts, and an author visit to three elementary schools.

CORRESPONDENCE

None

REPORT FROM LIBRARY DIRECTOR

Personnel Updates

The two (soon to be three) vacant positions are temporarily being filled with substitute staffing.

Facility Updates

The people counters are operating correctly and we will begin using these statistics in February. Library staff are also working with Public Works for a repainting project for the interior of the Downtown Library.

Library Activities

Reading to Dogs – The Downtown Library held its first “SHARE a Book with a Dog” event in partnership with the Marin Humane Society. Every reading spot was booked.

Rain Brings People Using the Downtown Library for Shelter – The Downtown Library has seen a steady increase of people using the building for shelter while we are open.

Outreach to Schools – Trustee Sean Prendiville met with the Marin County Office of Education Superintendent, Mary Jane Burke, to discuss the library’s challenges in providing services to the two school districts in San Rafael. This was followed up by a letter to Ms. Burke from Library Director Houghton. We hope for a meeting soon.

Visitor Cards – Both libraries now offer visitor cards to the community, intended for out of state visitors.

Book Program for Kids at Pickleweed – The after school pre-teen book club at the Pickleweed Library read Rickshaw Girl and had a mandala craft workshop as well.

Successful Partnership with Bahia Vista Elementary School – The Pickleweed Library staff has been working with the school staff to get every child a library card. We’re nearly finished and will expand the effort soon to all schools in the San Rafael and Dixie districts.

REPORTS FROM LIBRARY SUPPORT GROUPS AND OTHER RELATED GROUPS

Friends of the Library: The Rare book sale will be held March 11th from 2-5pm and March 12th from 9am-3:30pm at the Presbyterian Church across the street from the Downtown Library.

SRPL Foundation: Foundation representatives met last Thursday with the two City Council members on the New Library City Council Subcommittee.

Parcel Tax Committee: No report.

OLD BUSINESS

Special Library Parcel Tax renewal update: The formal request to put the measure on the ballot is on the City Council’s February 16th agenda.

New Library Needs Assessment Project update: Due to delays, the needs assessment project is now on hold until after the June election.

NEW BUSINESS

Budget Report for 2014/2015 2nd Quarter: Houghton presented the 2nd quarter expenditures. We are on target with 50% of the overall budget spent at half-way through the fiscal year. Requests will be presented to the City Manager's office to "true up" budget line items for equipment maintenance and utilities – both of which have been overspent for the last three years and are not costs the library can control.

ADJOURNMENT

Meeting adjourned at 7:47 pm.

Respectfully submitted by Sarah Houghton