

**MINUTES OF THE REGULAR MEETING OF THE  
SAN RAFAEL LIBRARY BOARD OF TRUSTEES  
REGULAR MEETING, MARCH 8, 2016  
DOWNTOWN LIBRARY MEETING ROOM  
1100 E STREET, SAN RAFAEL  
6:00 PM**

SEAN PRENDIVILLE, CHAIR, PRESIDING

**MEMBERS PRESENT:** SEAN PRENDIVILLE, CHAIR  
MELANIE LEAVITT CANTARUTTI  
JOSH LIBRESCO  
CAROL MANASHIL  
KAREN NIELSEN

**OTHERS PRESENT:** SARAH HOUGHTON, LIBRARY DIRECTOR  
HENRY BANKHEAD, ASSISTANT DIRECTOR  
JILL HARRIS, DOWNTOWN CHILDREN'S  
SERVICES SUPERVISING LIBRARIAN  
MADELINE MORK, FRIENDS OF THE LIBRARY

**APPROVAL OF AGENDA**

The agenda was approved unanimously, with the addition to New Business of "Library staff meeting with the public schools staff," on a motion by Cantarutti and a second by Manashil.

**APPROVAL OF MINUTES**

February minutes were approved with a 3-0 vote on a motion from Nielsen and a second from Prendiville, with Libresco and Cantarutti abstaining since they did not attend the February meeting.

**PUBLIC COMMENT**

None

**STAFF PRESENTATION**

Downtown Children's Services Supervising Librarian Jill Harris presented about the Downtown Library's Children's Room activities over the last quarter. Jill Tokutomi was hired as a part-time children's librarian and is offering a number of programs and working on developing the collection. Margaret Stawowy will be attending a California Library Association Youth Services Interest Group Spring Fling Institute in May. Margaret is also representing the San Rafael Public Library on the MARINet Children's Services Working Group. Jill Harris presented at a conference recently about school and public library partnerships. Jill Tokutomi attended the performer's showcase

with Lea Aschkenas from the Pickleweed Library to find new performers for summer events. Margaret and Jill Harris's work was published in the State Library's book about early learning with families grants. In addition, the children's librarians have hosted classes from Sun Valley, Parkside Preschool, and Short School. Mireya and Jill H spoke to about 30 bilingual families at Sun Valley Elementary School. Jill T is giving a series of book talks at Miller Creek. There is another series of STEAM programs planned for the Spring. Jill T and Jill H partnered with Gamescape to host a game day which 20 children attended. The children's librarians have also recently introduced a monthly read-to-a-dog program and a new builders program with LEGOs. Coming up soon are a henna workshop, a space science program, Dia de los Ninos celebrations at both libraries, a program with Lawrence Hall of Science, reading buddies appointments every week, and story times in Boyd Park. San Rafael's youth have no shortage of opportunities at their library!

## **CORRESPONDENCE**

None

## **REPORT FROM LIBRARY DIRECTOR**

### **Personnel Updates**

We have three vacant positions. Interviews will be scheduled soon for the part-time Library Assistant Downtown.

### **City Council Actions**

City Council voted to place a renewal and slight increase of the Special Library Parcel Tax on the ballot for June 7, 2016. The City Council also approved the City Attorney's Impartial Analysis of the measure.

### **Facility Updates**

The Downtown Library just added a new early learning table to the picture book area.

### **Library Activities**

**Super Internet Speeds Are Coming to Marin's Public Libraries:** All of the public libraries in Marin have just been approved for a sizable grant to fund the CENIC project in Marin – connecting every public library in Marin (all 18 of them) to gigabit Ethernet.

**New Library Email Newsletter:** The library has started using the City's GovDelivery platform to send out a monthly email newsletter highlighting services, resources, and events at our two libraries. The first issue went out on February 24th.

**Assistant Library Director...or Book Reviewer?:** Assistant Director Henry Bankhead is an official book reviewer for *Library Journal*.

**Little Free Libraries come to San Rafael:** The Library has sponsored two Little Free Libraries in Downtown San Rafael to support the love of reading and learning in our community. With the help of Public Works, we repurposed two vacant news racks and turned them into Little Free Libraries instead. One of the libraries is in front of the Starbucks on 4th Street (at A Street) and the other is in front of Lundy's on 4th Street (at B Street).

**Library Headed to the Farmer's Market Again in 2016:** The Library will be hosting a booth twice a month at the Downtown Farmer's Market. This was hugely successful last year and we're looking this year to continue spreading the word about what the library does for the community.

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

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

**SRPL Foundation:** The Foundation's March meeting has been canceled. The Foundation is considering hiring a marketing consultant to help raise awareness about the need for new library facilities in San Rafael.

**Parcel Tax Committee:** No report.

#### **OLD BUSINESS**

**Special Library Parcel Tax renewal update:** The election will be held on June 7<sup>th</sup>. The Campaign Committee for the parcel tax has been formed.

**New Library Needs Assessment Project update:** The needs assessment is on hiatus until after June, so updates will not resume until after the election.

#### **NEW BUSINESS**

**City Council New Library Subcommittee work with Library Foundation (and this Board):** Group 4 will work with library staff to draft the community outreach survey as part of the needs assessment. The draft will be sent out to a selected coalition from the Library Foundation as well as the full Library Board of Trustees for input, and then Group 4 will synthesize the feedback to create a final survey.

**Farmer's Market outreach April-September:** Trustees are asked to notify Houghton if they are available to help for part or all of the nights the library will be doing outreach at the Farmer's Market.

**Library staff meeting with the public schools staff:** On March 7<sup>th</sup> Houghton, Bankhead, Jill Harris, and Joshua Alperin met with representatives from the San Rafael and Dixie school districts to work on a more systematic approach to the public libraries supporting the schools' goals. The group will meet quarterly.

#### **ADJOURNMENT**

Meeting adjourned at 6:56 pm.

*Respectfully submitted by Sarah Houghton*