

LARKSPUR LIBRARY BOARD
Minutes of Regular Meeting- May 8, 2017

Roll Call: Present: Chair Jeannette Giacomini, Joan Foley,
Jeff Gunderson, Michele Melka, Noel Shumway

Staff: Library Director Akel
Council Liaison Catherine Way
City Manager Dan Schwartz

1. ROLL CALL

Chair Giacomini called the meeting to order at 6:15 p.m.

2. APPROVAL OF CONSENT CALENDAR

The Library Director certifies that this Agenda has been posted in accordance with the requirements of the Government Code

Approval of Minutes as Submitted: Special Meeting, April 10, 2017

M/s, Shumway-Foley, and approved 5-0 to approve the Consent Calendar as submitted.

3. PUBLIC COMMENT

There were no comments.

4. BOARDMEMBER REPORTS AND COMMENTS

Boardmember Shumway reported he recently visited a college in Idaho that had a 40,000 square foot library that cost \$16 million to build. It was a beautiful facility with a lot of computers, sitting areas, and huge stacks of books.

5. LIBRARY DIRECTOR'S ORAL REPORT

Library Director Akel stated the renovations in the staff working area were completed. There have been a few post-renovation issues. Staff is appreciative of the new work space that is much more efficient. She will update the Board on the costs at next month's meeting.

6. OLD BUSINESS ITEMS

There were none.

7. NEW BUSINESS ITEMS

7.1. Review of Library Elements of City's "2050 Plan- the City's Vision Document for Capital Programs through 2050"

- (a) The Board to consider its assignment from the City Council to launch a review of the Library elements in the 2050 Plan**
- (b) Staff report to be presented by City Manager Dan Schwartz**

City Manager Schwartz presented a staff report. The 2050 Plan is referred to as a Capital Expenditure/Project Plan but he also sees it as a "vision plan". It is very broad-based in its approach to discussing infrastructure. When the committee adopted the plan the intent was to visit it periodically- this has not really happened. He recommended to the Council to parse out the work to committees with expertise in various subject matters. The Measure "C" Committee is already talking about the roads. He is looking for feedback and broad direction from the Board. He noted the cost estimates in the plan are dated and need to be revised.

Boardmember Melka asked questions about how the prioritization of projects was done. City Manager Schwartz stated he was not present during this process but he did recommend flexibility in the priorities due to possible funding sources. He was told that the City Hall and the Library were lumped together due to need to retrofit the City Hall building.

Boardmember Shumway stated the Council adopted a resolution in May of 2012 (Resolution No. 27-12) stating that there "shall" be a Library/Multi-Purpose Facility at the Rose Garden Project. At that time the 2050 Plan had the City Hall Rehabilitation Project as the priority and talked about the relocation of the Library to facilitate this project. He asked if this has changed. City Manager Schwartz stated the adoption of the Master Plan has supplanted that. Boardmember Gunderson asked if the Master Plan has superseded the 2050 Plan. City Manager Schwartz stated he did not think the Master Plan was inconsistent with the 2050 Plan- it simply has a more expanded vision for the property.

Boardmember Gunderson stated the 2050 Plan seems somewhat dated- the Police Facility has been built, a Sales Tax has been passed for street repairs, and the City obtained a piece of property for the Library/Community Facility.

Chair Giacomini asked if they have updated demographic information. They need to know what the current needs are for planning purposes. City Manager Schwartz stated the Larkspur/Corte Madera School District would have that information- they did a census several years ago. He noted the last time he looked at the data it indicated that Larkspur was the oldest city in Marin- but they also have schools bursting at the seams. Boardmember Melka stated there were a lot of young families moving into Larkspur.

Boardmember Shumway stated the schools have experienced tremendous growth over the years.

Chair Giacomini stated she would hate to see the City putting all its resources into one age group- it was important to maintain diversity, which can be accomplished in a library. She thought the staff report implied that a lot of decisions have already been made. City Manager Schwartz stated the Council is asking the Board to look at a smaller building (16,000 square feet) due to fiscal constraints. He reiterated that the entire lot has to be developed- there is no infrastructure on the property. Looking at this would be a good exercise for the Board.

Boardmember Foley stated it would be difficult for the Board to make revisions to the building without more information about costs, etc. City Manager Schwartz stated there were already assumptions about the facility- the need for a break room, rest rooms, administrative space, etc. Library Director Akel would help in the programming assumptions.

Library Director Akel asked about the extent of the collaboration with the Parks and Recreation Department and if they should be two, distinct groups. City Manager Schwartz stated the LARC suggested shared administrative space but it has become clear that that would not work. The Recreation Department could help program the community rooms in the Library. He stated the Recreation Department is currently in the Larkspur/Corte Madera School District facility and will probably need to relocate sometime soon.

Chair Gunderson stated as a librarian he likes the opportunity to “tweak’ the facility but he was concerned that they were throwing a lot out that was done by professionals and a lot of community input. The stumbling block to the project was not the size or the cost but rather the architecture and design.

Boardmember Melka stated she was a little confused about what they were being asked to do since they have not tried any kind of fundraising efforts. She thought the process should be to come up with a design, get consensus on it, then do the fundraising. Now they are conceding on the square footage, figuring out the cost, and then going out for the fundraising. There have been no efforts to reach out to the community for donations. City Manager Schwartz stated the Board could use the current 20,000 square foot figure as the baseline and make plans for a smaller or even larger facility.

Boardmember Foley asked about plan for fundraising. City Manager Schwartz stated the City Council should not be responsible for fundraising and he noted someone needs to step forward. Boardmember Foley stated they need to hire professional fundraisers.

Council Liaison Way stated the Council’s decision to look at its financial responsibilities and liabilities came about during the Strategic Planning Retreat. She noted 52% of the City’s budget goes to Public Safety (Police and Fire) and the challenges will only get more difficult. They decided to review the 2050 Plan and see where they stand. She acknowledged that one of the priorities in the plan is the library, along with the Bon Air

Bridge Replacement Project, and roads. Boardmember Foley stated she not sure how the library could ever move up in the list of priorities that includes urgent, public safety items. Council Liaison Way stated she did not see the library being removed from the list because it was a valuable part of the community. But they have to be realistic about the finances.

Boardmember Shumway stated the Board was a bit frustrated since they have worked for years to come up with a good plan and decent recommendations through the use of several committees and focus groups. He agreed that fundraising would be a big part of making the project come to fruition. He expressed frustration with what he saw as a lack of support from the Council. He was very discouraged and did not see how the library could move up on the list. Council Liaison Way stated she shared his frustration. The challenge is figuring out how to pay for the project.

Boardmember Foley stated they need to focus on how to start raising money for that parcel of land. Council Liaison Way stated donors want to see their money go to a successful project that their name will be associated with. They will need a big donor. They have not had a conversation about bond financing, a parcel tax, or a public/private partnership.

Boardmember Foley referred to the staff report and had questions about phasing the project. City Manager Schwartz discussed how this could happen.

City Manager Schwartz suggested the Board, along with the Library Director, come up with ideas on how to improve and make the current library more efficient. He discussed the Library Foundation's vision for a 12,000 square foot library- a plan that was prepared by an architectural firm and a library consultant.

City Manager Schwartz discussed the 501(c)(3) organization that was recently formed by the City to help with the fundraising efforts. Boardmember Melka asked who would manage that organization. City Manager Schwartz stated they need to have this conversation.

Boardmember Gunderson stated he had always assumed that the cost of the infrastructure for the project was factored into the costs- it now sounds like this could be a sticking point. City Manager Schwartz stated the cost (\$20 million) included everything- landscaping, underground infrastructure, green building elements, everything that needs to be put in the building, etc.

Boardmember Shumway asked if the City has heard from the Rose Garden residents about development of a new library on that parcel. City Manager Schwartz stated the residents are not opposed to the project but they want to have some input in it. There was opposition to the location of the proposed parking lot. The residents in the senior complex are big advocates.

City Manager Schwartz stated he would attend the next Board meeting to discuss the pros and cons of the funding issues. He would also come back with some demographic data.

7.2 Q & A

Chair Giacomini stated this was discussed in the prior agenda item.

7.3 Replacement member for Library Board of Trustees

Chair Giacomini stated this item would be continued.

7.4 Library volunteers

Chair Giacomini stated this item would be continued.

7.5 Larkspur 4th of July Parade

Chair Giacomini stated this item would be continued.

8. STATUS REPORTS- REPORTS FROM THE LIBRARY'S SUPPORT GROUPS (Friends and Foundation)

9. FUTURE AGENDA ITEMS

10. NEXT MEETING DATE

11. ADJOURN MEETING

Chair Giacomini adjourned the meeting at 8:00 p.m.

Respectfully submitted,
Toni DeFrancis
Recording Secretary

I HEREBY CERTIFY that the foregoing minutes were duly and regularly adopted at a regular meeting of the Larkspur Library.

Janice Akel, Library Director