



**AGENDA**  
**LARKSPUR LIBRARY BOARD**  
**SPECIAL MEETING**  
**January 13, 2020**  
**City Hall, 400 Magnolia Ave.**  
**6:15 PM – 7:30PM**



**Larkspur Library Board Members:** Chair: Andy Revell; Michelle Melka; Jeff Gunderson; Jonathan Shambroom; Armelle Futterman

**ROLL CALL:**

**APPROVAL OF CONSENT CALENDAR**

Please note: The purpose of the Consent Calendar is to group items that may be approved routinely. Anyone may request removal of an item for discussion.

1. The Library Director certifies that this Agenda has been posted in accordance with the requirements of the Government Code.
2. Approval of the Minutes of November 18, 2019

**PUBLIC COMMENT:** The Board will hear public comments only on matters over which they have jurisdiction. There will be no Board discussion. The Board Chair will allot no more than five minutes to any individual. Unless the Board determines otherwise, the total amount of time allocated to this agenda item will be 15 minutes.

**BOARD MEMBERS REPORTS AND COMMENTS:**

(Additional important information relating to the Library and/or Library Groups)

**LIBRARY DIRECTOR'S ORAL REPORT:**

**OLD BUSINESS ITEMS:**

1. Discussion on library activities and staffing, including recruitments –

Library Director, Franklin Escobedo

**NEW BUSINESS ITEMS:**

**STATUS REPORTS - REPORTS FROM THE LIBRARY'S SUPPORT GROUPS**

**(Friends, Foundation)**

**FUTURE AGENDA ITEMS:**

Board will recommend future agenda items and establish next meeting date

**NEXT MEETING DATE:**

Board will set a date for their next meeting.

**ADJOURN MEETING**

**NOTICE IS HERE BY GIVEN:** If you challenge any item on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing herein described, or in written correspondence delivered to the Library Director at, or prior to, the public hearing. [G.C. § 65009 (b) (2)]

Any writings or documents provided to a majority of the Library Board regarding an item on this agenda will be made available for public inspection at the Customer Service Counter at City Hall located at 400 Magnolia Avenue, Larkspur, CA and at the main counter of the Library located at the same address during normal business hours. (SB 343, amending G.C. Section 54957.5)

**ACCESS TO MEETINGS:** Meeting facilities are accessible to persons with disabilities. If you require special assistance, please contact any staff member prior to the meeting. An interpreter for the deaf will be made available upon request to the staff three days or more prior to the meeting.

**LIBRARY BOARD MEETING SCHEDULE**

Regular Board Meeting February 10, 2020 6:15pm

**LARKSPUR LIBRARY BOARD**  
**Minutes of Regular Meeting – November 18, 2019**

**ROLL CALL:**

Present: Andy Revell, Chair, Armelle Futterman, Jeff Gunderson, Michelle, Melka, Jonathan Shambroom

Staff: City Manager Dan Schwarz

Absent: None

**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: Approved September 9 minutes

**PUBLIC COMMENT:**

There were no comments.

**BOARDMEMBER REPORTS AND COMMENTS:**

None

**LIBRARY DIRECTOR'S ORAL REPORT:**

City Manager Dan Schwarz gave a brief update of library activities, including plans to close the library for part of the holiday season to allow City Maintenance crews to perform work and for the Library carpets to be cleaned.

**OLD BUSINESS ITEMS:**

1. Discussion on library activities and staffing, including recruitments – City Manager, Dan Schwarz

The City Manager informed the board that the first round of interviews for library director was complete and had produced a strong pool of finalists. He reported that he hoped the new director would be joining the City at some point in January. He said he was planning the recruitment for other vacancies so that the

new director would be involved with the hiring process.

#### NEW BUSINESS ITEMS:

1. Statement of Qualifications for the Rose Lane property

The City Manager reported that a document inviting developers to submit proposals to create a mix of public (library) and private (residential) uses on the City's parcel was going to be issued, hopefully before the holiday break.

#### **STATUS REPORTS- REPORTS FROM THE LIBRARY'S SUPPORT GROUPS (Friends, Foundation):**

In the absence of representatives from the support groups, the Board members provided general information about activities of which they are aware.

#### **FUTURE AGENDA ITEMS**

#### **NEXT MEETING DATE**

The Board decided to forego its meeting in December, instead planning to meet on January 13, 2020.

#### **ADJOURN MEETING**

Chair adjourned the meeting

Respectfully submitted,  
Dan Schwarz, City Manager

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

---

Dan Schwarz, City Manager