



Minutes
LARKSPUR LIBRARY BOARD
April 14, 2021



ROLL CALL:

Attendance: Chair: Jeff Gunderson; Michelle Melka; Jonathan Shambroom; Armelle Futterman

Absent: Andy Revell

Staff: Franklin Escobedo, Community Services Director.

Guest: Scott Candell

Meeting called to order at 6:16 PM on April 14, 2021.

APPROVAL OF CONSENT CALENDAR

J. Gunderson motioned to approve the consent calendar. J. Shambroom seconded. Motion passed.

PUBLIC COMMENT:

BOARD MEMBERS REPORTS AND COMMENTS:

- M. Melka announced that she would not be applying for a new term on the Library Board.

LIBRARY DIRECTOR'S ORAL REPORT:

OLD BUSINESS ITEMS:

1. Update on library activities and programs – Community Services Director, Franklin Escobedo
 - Circulation was up due to Corte Madera being closed.
 - Solace Wales author event was reschedule due to computer issues.
 - Two master gardeners programs happening in April.
2. Digital Services Strategy Update – Community Services Director, Franklin Escobedo
 - No discussion

3. Laptop & Hotspot Policy Review – Community Services Director, Franklin Escobedo
 - The loan limit of the chrome books and hotspots will be changed to 7 days.
4. FY 21-20 Budget Review – Community Services Director, Franklin Escobedo
 - Feedback received for the City on the Community Services budget narrative and is in the process of updating the goals.
 - Director Escobedo announced that he has been elected as President-Elect for the Young Adult Library Services Association.

NEW BUSINESS ITEMS:

1. Library Reopening – Community Services Director, Franklin Escobedo
 - Library will be opening on May 6th.
 - Quarantine of material has ended and the book drops have been reopened, Tuesday through Saturday.
 - The Library will be using Qless software for appointments.
 - Awaiting new guidelines for COVID restrictions on June 15th.
 - A second self-check out has been installed and the original self-check is awaiting a new screen.

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

- No reports from the support groups.

FUTURE AGENDA ITEMS:

- Report on reopening.
- Moving the Board meeting date.

NEXT MEETING DATE:

Board will set a date for their next meeting May 12, 2021.

ADJOURN MEETING

Meeting adjourned at 6:49 PM on April 14, 2021.

Respectfully submitted,
Franklin Escobedo,
Community Services Director

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

Franklin Escobedo
Franklin Escobedo, Community Services Director