



LARKSPUR LIBRARY BOARD
September 14, 2020
Minutes



ROLL CALL:

Present: Chair: A. Revell; M. Melka; J. Gunderson; A. Futterman

Absent: J. Shambroom

Staff: Franklin Escobedo, Community Services Director

Guest: Babrara Friday, President of the Friends of the Larkspur Library, Joe Jennings, President of the Commons Foundation.

Meeting called to order on Monday, September 14, 2020 at 6:18 p.m.

APPROVAL OF CONSENT CALENDAR

J. Gunderson motioned to approve the minutes. A. Futterman seconded. Motion passed.

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:

No reports from the board members.

LIBRARY DIRECTOR'S ORAL REPORT:

OLD BUSINESS ITEMS:

1. Update on library activities and programs – Community Services Director, Franklin Escobedo
 - Director Escobedo reviewed the Library circulation statics, children's material circulation was down, but school has started.
 - New AV material had been ordered thanks due to funding from the Commons Foundation.
 - Ordering of new books has begun and the preprocessing has been set up.
 - Reviewed the program statistics and that the recordings are doing very well.

- Director Escobedo reviewed the database and wi-fi statics during the pandemic.
 - Updated the board on the bad air quality and the library's closure for a day and half.
2. Zimmer Fund Request Update – Community Services Director, Franklin Escobedo
 - Reported that the council did approve the Zimmer Fund request.
 3. Digital Services Strategy Update – Community Services Director, Franklin Escobedo
 - Reviewed the current updates to the Library homepage and more work to be done.
 - Reviewed the wish list and highlighted the different funders who have taken pieces to support.

NEW BUSINESS ITEMS:

1. Board of Trustees Meeting Calendar - Community Services Director, Franklin Escobedo
 - The board suggested that the 3rd Tuesday would work better.

A. Futterman made a motion to move the Library Board Meetings to the 3rd Tuesday of the month until we can resume a regular schedule. A. Revell seconded. Motion passed.

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

- B. Friday of the Friends of the Library shared some of the projects that they are working on, one was an idea of using Eventbrite and Zoom for a fundraiser. The Friends are working on a postcard similar to Sausalito's Friends of the library sent out about the library. The Friends are working on a similar card for Larkspur.
- J. Jennings of the Commons Foundation was excited to see projects that the Commons has funded have been coming online and was waiting to see what else would be needed.

FUTURE AGENDA ITEMS:

Reviewing policies, laptop and new hotspot policies.

NEXT MEETING DATE:

Next meeting scheduled for Tuesday October 20, 2020.

ADJOURN MEETING

Meeting adjourned on Monday, September 14 at 7:10 p.m.

Respectfully submitted,

Franklin Escobedo, Community Services Director

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

Franklin Escobedo

Franklin Escobedo, Community Services Director