

**MINUTES OF THE REGULAR MEETING OF THE  
SAN RAFAEL LIBRARY BOARD OF TRUSTEES  
TUESDAY, JUNE 10, 2014  
DOWNTOWN LIBRARY MEETING ROOM  
6:00 P.M.**

**MEMBERS PRESENT:** THOMAS ALLEN (CHAIR)  
MELANIE LEAVITT CANTARUTTI  
KAREN NIELSEN  
SEAN PRENDIVILLE

**MEMBERS ABSENT:** CAROL MANASHIL

**OTHERS PRESENT:** SARAH HOUGHTON, LIBRARY DIRECTOR

**APPROVAL OF AGENDA**

Agenda approved without changes unanimously on a motion by Cantarutti and a second by Prendiville.

**APPROVAL OF MINUTES**

May meeting minutes were approved on a motion by Prendiville and a second by Nielsen.

**PUBLIC COMMENT**

None.

**STAFF PRESENTATION**

Pickleweed Library's Supervising Librarian Irene Morales spoke to the Board about the success of local author Gennifer Choldenko's visit to three San Rafael schools, with a total of 500 kids attending her talks and receiving free copies of her book. Morales also discussed Pickleweed's new part-time children's librarian, who is starting soon, as well as the upcoming World Cup viewing party.

**CORRESPONDENCE**

None.

**REPORT FROM LIBRARY DIRECTOR**

Library Cards: The new bamboo library cards will be launched July 1, with all of July as free library card replacement month. All new cards will be bamboo instead of plastic as well. Press releases and media will begin next week.

School Outreach: Houghton met with representatives from San Rafael school districts and boards to promote library services to students and to encourage further cooperation.

Summer Reading: Summer Reading begins on June 13 for pre-readers, children, teens, and adults. More information about all programs is available on the library website.

New Staff: We have hired four new staff members who should be starting within the next month. We are thrilled to have them on board and will share additional information about them once the required background checks are completed.

American Library Association Conference: Houghton will be presenting two sessions at the American Library Association Annual Conference in late June.

Downtown Library Carpeting Project: The carpeting replacement project is slated to begin the second week of July.

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

Friends of the Library: The Friends will be holding an Art Book Sale in the Library on July 26<sup>th</sup> with a members' preview on July 25<sup>th</sup>.

SRPL Foundation: The Foundation meets Friday, where a new President will be elected.

Special Library Parcel Tax Committee: This committee has not met; nothing to report.

## **OLD BUSINESS**

Being an Effective Trustee: Cantarutti shared ideas to have City Council members write posts for the Library's blog (what the library means to them, favorite books, etc.) and to explore setting up a station to distribute/sell books at the Ferry Terminal in Larkspur. Prendiville suggested that Library staff seek to distribute materials inside City Hall and at the Farmer's Market at the City Council table.

Update on Security Pilot: The three month pilot of having a security guard in the Downtown Library during all open hours is slated to terminate at the end of July. Houghton will be meeting with the City Manager and Chief of Police tomorrow to discuss the continuation of security. The Board expressed agreement that the Library should continue the security program.

## **NEW BUSINESS**

Change in Board Membership: Chair Tom Allen is resigning and this will be his last meeting. The Library and Board wholeheartedly thank Allen for his years of service to the Board.

## **ADJOURNMENT**

Meeting adjourned at 6:51 pm.

*Respectfully submitted by Sarah Houghton*