

BOARD OF LIBRARY DIRECTORS- LARKSPUR PUBLIC LIBRARY
Minutes of Regular Meeting- July 19, 2004

Roll Call: Present: Trustees Helen Brenlin, Eileen Kreps, Marianne Rafter,
William Silverman

Absent: Philip Terry

Library Board President Helen Brenlin called the meeting to order at 4:03 p.m.

Approval of Minutes: May 10, 2004 & Special Meeting May 28th, 2004

M/s, Kreps-Rafter, 4-0 (Terry absent) to approve the minutes of May 10, 2004 and May 28, 2004 as submitted.

Approval of Warrants: June/July 2004

Library Board Director Gordon answered questions about various vendors. It was the consensus of the Board to approve the warrants.

Unfinished Business Items

Costello House

Library Director Gordon stated she attended the recent "Open House" for realtors and had a chance to look around the interior of the house. The Board discussed the asking price and the size of the property. Boardmember Rafter stated it was located in the Historical District and remodeling would be restricted. Library Director Gordon stated the house was very charming but might not be conducive to a library. Boardmember Rafter agreed and stated the existing house would not meet the needs for a modern library. Boardmember Silverman stated any public building would need to be built to code, including ADA accessibility, and this could be a problem with this older building. He wondered if the family might be agreeable to selling off several of the parcels. Boardmember Rafter stated Mayor Hillmer had expressed an interest in taking a tour of the house and giving some professional advice on whether it could accommodate a library.

Mailing of the Library Board Flyer

Library Director Gordon stated the flyers were distributed.

Public Comment

There were none.

Agenda

Library Directors Report

Library Director Gordon stated the circulation system is upgraded and enhanced every year. A new release will be loaded tomorrow and this will require training for all staff. If funding is available, on-call substitutes are used during this training period. Volunteer Margit Liesche will hold a Mystery Tea on Thursday at 2:00 p.m., the first of the "Speaker Series". There will also be a tea purveyor discussing the "demystification of tea". She discussed the new fiscal year budget and stated she has been purchasing books on tape and plans to purchase several DVD's. There has been a very strong turnout for the Summer Reading Program. The Book Sale netted \$910 which will go towards the Summer Reading Program. She is trying out a new materials vendor. She discussed the Library fee increases that were submitted to the City Council for adoption. Fees have not been increased for quite a few years.

M/s, Silverman-Kreps, 4-0 (Terry absent) to recommend the City Council adopt the proposed increase in Library fees.

She stated Boardmember Terry wanted the following item on an upcoming agenda: Waiver of Late Fees. The Board stated they were not in favor of waiving any fees.

Boardmember Rafter asked if there had been any response from staff about the flyer regarding the possible relocation of the library. Library Director Gordon stated it was reviewed by staff and they did not have any comments or questions.

A continued discussion of the Board's action plan for developing a library campaign for a new library

Boardmember Silverman stated the campaign needs to become more visible. Boardmember Kreps agreed and suggested they participate in next years 4th of July Parade. Library Director Gordon stated they need to develop more groundwork and come up with a more comprehensive planning process. Board President Brenlin stated they need a professional fundraiser to help them get started. Boardmember Silverman asked about getting the Chamber of Commerce involved since the proposal would be in their best interests. He asked about getting a development grant from the State. Library Director Gordon stated funds were not readily available these days. Boardmember Rafter stated she would check the Website about any possible grants. Boardmember Rafter discussed approaching individuals in the community for donations. Boardmember Silverman discussed the successful fundraising efforts of the Lark Theater and suggested they talk to the founders of the non-profit organization. The

Board discussed the need to find volunteers for the various committees. Boardmember Silverman stated the campaign message should be “Save the Library” or “Preserve the Library”.

Library Board Member's Oral Reports and Comments

There were no reports.

ADJOURNMENT

Library Board President Brenlin adjourned the meeting at 5:17 p.m.

Respectfully submitted,

Toni DeFrancis
Recording Secretary