

LARKSPUR LIBRARY BOARD OF TRUSTEES – LARKSPUR PUBLIC LIBRARY

Minutes of Special Library Board Meeting – March 21, 2005

Roll Call: Trustees Helen Brenlin, William Broughan, Don Graff, Marianne Rafter, Philip Terry

Library Board President Helen Brenlin called the special meeting to order at 5:10 p.m.

Public Comment

There was no public comment.

Unfinished Business

The Board met to review a draft of a letter addressed to City Council requesting that an extra \$50,000 be included in the Library budget for 2005-2006 so that a library planning consultant could be hired to help the Board and the Larkspur Library Steering Committee with the planning process for a new library building. Boardmember Terry asked whether the funds would be enough. Boardmember Graff felt it would especially since the Board, the Library staff, and the Steering Committee would be doing some of the preparation work. Some of the work that the Board and the Library Director would do would be a Long Range Plan for the Library. The Committee would work on the Development Planning Process; a draft outline will be given to them at their next meeting. The Board agreed that as part of the Long Range Plan, the Library Director and they must review the duties and responsibilities of the Board and the Library Director and then review them with City Council member Larry Chu, the Library liaison. The Board agreed that the letter to the City Council was meant to focus on the need for a library planning consultant to assist the Board and the Committee in their planning.

M/s/p Terry/Rafter to accept the letter and attachment as written. All Board members signed. Boardmember Rafter agreed to get copies of the letter and attachments to City Council members by March 23.

Agenda

The Board agreed that the letter to the City Council and the outline of the Development Planning Process should be distributed to the Steering Committee and that the outline should be put on the agenda for discussion at their next meeting. Boardmember Broughan stated he is working on a draft of the Macro document and that would also be on the agenda for the next Steering Committee meeting. The Board decided to wait until a later meeting for fundraising consultants' advice or fundraising ideas, such as donations in Dr. William Silverman's name. A joint Foundation, Committee, and Board meeting might be arranged for that issue.

Boardmembers agreed to send the secretary agenda items for discussion at the next regular Board meeting (April 11).

Adjournment

Library Board President Brenlin adjourned the meeting at 6:30 p.m.

Respectfully submitted,

Marianne Rafter

Recording Secretary for the Library Board and Library Board member