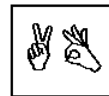


MARIN COUNTY FREE LIBRARY COMMISSION
Proposed Agenda
Wednesday, January 8, 2020
7:00 p.m.

Fairfax Library
2097 Sir Francis Drake Boulevard, Fairfax, CA 94930

DIRECTIONS: Take the Sir Francis Drake Blvd to Fairfax; continue past the town center, the Library is on left side of the road, past Azalea Street. St. Rita's church is across the rd from Library. If you reach Olema Rd, you have gone too far. **NOTICE:** In order to assure a quorum, please let Edna know if you are unable to attend the meeting (415-473-3222).

<u>ITEM</u>	<u>PRESENTER</u>	<u>STATUS</u>	
7:00	1. Call to Order	Kaplan	Action
	2. Roll Call	Kaplan	Action
 "The library is quietly one of the places that is saving democracy." Tony Marx, President of NY Public Library			
	3. Approval of Agenda	Kaplan	Action
	4. Approval of Nov & Dec Minutes	Kaplan	Action
	5. Open Time for Public Expression		
	6. Reading & Correspondence File	Kaplan	Information
	7. Youth Services Report	Miles	Information
	8. New Business		
	9. Old Business		
	a. 2020-2022 Library Commission Biennial Report	Kaplan	Information
	10. President's Report for December	Kaplan	Information
	11. Director's Report for December	Jones	Information
	12. Announcements	Kaplan	Information
8:50	13. Adjournment	Kaplan	Action



Late agenda material can be inspected in Library Administration, between the hours of 8:00 a.m. and 5:00 p.m (Monday-Friday). Library Administration is located in Room 414 Marin County Civic Center, 3501 Civic Center Drive, San Rafael.

All County public meetings are conducted in accessible locations. If you require American Sign Language interpreters, assistive listening devices or other accommodations to participate in this meeting, these may be requested by calling (415) 473-3222 (Voice) or (415) 473-6172 (TTY) **at least** 72 hours in advance. Copies of documents used in this meeting are available in accessible formats upon written request.

Numbered List of attachments:

4. Minutes for November 13 and December 13, 2019
12. Library Director's Report for December

Unnumbered Attachments:

Unnumbered Attachments:

MARINet Board minutes of November 21, 2018 held at MCFL Tech Services, 1600 Los Gamos Dr., Suite 180, San Rafael CA

MARIN COUNTY FREE LIBRARY
Novato Library
--PROPOSED MINUTES--
Wednesday, November 13, 2019

(1) CALL TO ORDER

Meeting called to order at 7:02 p.m.

(2) ROLL CALL

Present

Barbara Schoen	Ed Meagher	Ann Kaplan
Sally Hauser	Linda Ward	John MacLeod
Margaret Kathrein	Nick Javaras	Ali Iqbal
Any Schandler		

Absent with Notification

Tyrone Cannon	Loretta Farley	Sue Ream
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Also Present

Chantel Walker, Assistant Director of County Library Services
Bonny White, Deputy Director of County Library Services
Edna Guadiana, Administrative Assistant II
Damon Hill, Library Services Manager
Leslie Galiani, Administrative Services Manager
Julia Noble, County Friends

(3) ADOPTION OF AGENDA

M/S/C-Schandler/Javaras--Agenda approved as submitted

(4) ADOPTION OF MINUTES

M/S/C – Ward/Schoen minutes of August approved as submitted

(5) OPEN TIME FOR PUBLIC EXPRESSION— None

(6) READING & CORRESPONDENCE FILE

Reading file circulated for all to read –

MARIN COUNTY FREE LIBRARY
Corte Madera Library
--PROPOSED MINUTES--
Friday, December 13, 2019

***Note:** Due to a lack of quorum on December 13, 2019, this Library Commission meeting was informational only.

(1) CALL TO ORDER

Meeting started at 3:30 p.m.

(2) ROLL CALL

Present

Barbara Schoen	Ali Iqbal	Sue Ream
Anya Schandler	Sally Hauser	Nick Javaras

Absent with Notification

Loretta Farley	Linda Ward	Ann Kaplan
Margaret Kathrein	John MacLeod	Ed Meagher

Also Present

Sara Jones, Director of County Library Services
Chantel Walker, Assistant Director of County Library Services
Edna Guadiana, Administrative Assistant II
Julie Magnus, Branch Manager, Corte Madera Library
Jose Rodas, Administrative Services Technician, Library Administration

(3) ADOPTION OF AGENDA

Agenda not adopted, due to lack of quorum.

(4) ADOPTION OF MINUTES

Minutes not adopted, due to lack of quorum.

(5) OPEN TIME FOR PUBLIC EXPRESSION—

Jose Rodas reported that he had represented the Library when Univision did a piece and aired it nationwide on our laundromat project. Jackie Foster is the library's liaison to this program.

(6) READING & CORRESPONDENCE FILE

Reading file circulated for all to read –

- (7) NEW BUSINESS
a. 2020-2022 Library Commission Biennial Report: Director Jones handed out a draft copy of the 2020-2022 Library Commission Biennial Report, and asked that if anyone has any suggestion they send to her before the second week of January. One suggestion already submitted is that we continue to feature authors and presentations with our role as the community salon or living room
- (8) OLD BUSINESS
NONE
- (9) PRESIDENT'S REPORT FOR AUGUST
NONE
- (10) DIRECTOR'S REPORT FOR AUGUST
Director Jones reported on the following:
➤ Terry Jones', our Bookmobile Program Coordinator spent her last official days before retirement serving the evacuees at the Marin Center. In fact, we had a small celebration in her honor and shared cake and pizza with them! This is just one example of dozens where the commitment, tremendous flexibility and adaptability of your library system served our communities as we all dealt with the power outages, the fire and the evacuations. We asked the County Administrator for permission to bring Terry back as an extra hire driver for the bookmobile.
- (11) ANNOUNCEMENTS
On behalf of the Library Commission, Director Jones gave Edna who is staff support for the Commission a beauty basket of goodies.

Chantel reported the Library's Foundation annual appeal is underway. The Foundation is working on updating its' strategic plan, vision statement. She distributed a new Mission and Vision Statement, and a copy of the Foundation's annual appeal letter with beautiful pictures of the new Learning Bus on display. Sara invited everyone to join the Learning Bus on a ride-along. Chantel apprised the Commission that we had received a grant so that the old FLAGShip vehicle can be used as an information vehicle for the upcoming census. Both the Learning Bus and the FLAGShip will have opportunity to share information on the census. Commissioner Schandler and Javaras volunteered to help with this project.
- (13) ADJOURNMENT – Meeting ended @ 3:55 p.m.



Marin County Free Library Commission Report
Sara Jones, Director of County Library Services
December 2019 Activities

OUR MISSION:

Provide welcoming, equitable and inclusive opportunities for all to connect, learn and explore.

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1. Library Activities

- a. Civic Center (Eva Patterson)
- b. Anne T. Kent California Room (Laurie Thompson)
- c. Corte Madera (Julie Magnus)
- d. Fairfax (Margaret Miles)
- ~~e. Marin City (Diana Lopez)~~
- f. Novato (Janet Doerge)
- g. South Novato (Amy Sonnie)
- h. Technical Services, eServices and Marketing (Damon Hill)
- i. West Marin (Raemona Little-Taylor)
- j. Bookmobile (Neil Vickers)

2. Library Director Activities

3. Personnel

Library Activities

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

Civic Center



We set up a free gift-wrapping station for patrons on Saturday 12/14/19. This was offered in conjunction with the family frame crafting program. Patrons could wrap their newly created frame or books and DVDs for adults, teens and children. The day was so successful, we left the materials available for the following week. The DVDs proved the most popular followed closely by the children's and teen materials. This is a nice community service that is fairly easily to provide if a branch has sufficient storage to hold donated books and giftwrap for a year. Kathleen made certain non-denominational gift wrap was provided.

One of the nicest things about the holiday break are returning library "kids", home from college break who stop in and say hello. And even a recent Kindergarten graduate, nostalgic for his old storytime days a huge year ago, made a point of stopping by.

Support **youth** in our community with opportunities for self-discovery and expression.

Civic Center

Natalie hosted and led the monthly meeting of the Venetia Valley Middle School Book Club: students discussed *Dry* by Neal & Jarrod Shusterman. She visited the Marin County Juvenile Hall to deliver books, give book talks, and work on collection maintenance. She also delivered book talks at Miller Creek Middle School: students were especially excited to read *Genesis Begins Again* by Alicia Williams and one student shared with the group her definition of "colorism"

Be a positive environment for **mobile and digital literacy**.

Civic Center

Linda assisted a patron with a Kindle and a MAC computer who had a difficult time downloading Kindle books via OverDrive. The books wouldn't transfer wirelessly, nor would they transfer via USB. Linda downloaded the Kindle app to the patron's laptop where the books successfully appeared. But the books still would not load onto the Kindle. Finally Linda sent the patron a video from Amazon to help her transfer the books to Kindle.

Support **adults** through life stages with opportunities for self-development and independent learning

Civic Center



Elmer, our Librarian 2, retired at the end of this month. We will miss him. Along with the excellent work he did for patrons and staff, he was our go-to for our more difficult patron questions. Here are a couple just from this month:

- he assisted a patron who found a quotation on the internet attributed to Aldous Huxley in *Brave New World* but needed to confirm the attribution by having someone find the quotation in the novel itself. Elmer found the branch's copy, verified the text and provided additional bibliographic information so the patron was able to reliably cite the quotation.
- used Google Maps to assist a phone patron with multiple requests for travel routes and times to and from various South Bay locations, without providing specific addresses (just one example: How do I get to Vung Tau in San Jose from Luinardi's in Los Gatos? How long will it take on Dec 19 at 2:00? What about 2:30? What about 3:00?)

Here's the latest compliment about Elmer's work from the county's wellness analyst: I have to share these two quick anecdotes. Just after I read your email Friday morning I was walking to our common area in the office to refill my tea and heard two colleagues talking to each other. She says, "did you know about this book list that the library puts out every month? I just looked at it and there are three books I'm picking up today. I had no idea!" to which our other friend replied, "Yah I saw it too and couldn't believe that it had *Girl, Wash Your Face* because I knew this was a faith-based book and wasn't sure these lists would be so inclusive". Later that same afternoon I get a call from a Wellness Analyst from the City and County of San Francisco who had called curious about our wellness program. She had some questions for me about our initiatives, best practices and efficacy. No offense to us, but I know how robust their program is so I was slightly confused. She mentioned three things that she found when doing research: 1. she saw somewhere that we had 50% county engagement (ha!) 2. she was curious about the Nooner Lagoon and 3. she asked about the Wellness Library! She thought that was such a great idea and use of resources. It was just uncanny that this first conversation happened in a place where I could hear it and that this woman called me about our program the same day I read your email. Please know your work compiling this wellness library is brilliant and was an incredible contribution to this program.

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

**Anne T. Kent
California Room**



We ended the year with another wonderful local history talk by San Rafael author & historian Jim Holden. Holden's presentation focused on how Marin's geography has shaped its history. Holden told his story through historic photos and rare maps, including rancho diseños from the Mexican land grant era and early hiking maps of Mt. Tamalpais. The evening culminated with a pop-up display of maps from Jim's personal collection and an animated Q & A. Local researcher Bob Wilson created a binder of resources on "Jake's Island," located off shore from China Camp. This he did in response to Carol who had been working on a reference question for a patron who wanted to know who the namesake of "Jake's Island" was. Bob—as usual—went above & beyond, and we now have the ultimate finding aid on "Jake's Island."

Support **youth** in our community with opportunities for self-discovery and expression.

**Anne T. Kent
California Room**



We were thrilled to receive a visit from our former student intern, Adeline Ellison, who is home on Christmas break from University of Washington, Seattle. Adeline spent an hour with us at the Annex on December 19th where staff and volunteers caught up on all of the news. Light holidays snacks were served and a good time was had by all!

Be a positive environment for **mobile and digital literacy**.

**Anne T. Kent
California Room**

Over the past 3 months, Volunteer Brian Crawford—who just celebrated his 4th year working with us—has catalogued over 1000 of the oversized maps in our unrecorded map collection in our CONTENTdm database. In the coming years we plan to raise funds to digitize these maps for our online digital archive. Carol added a collection of photographs depicting the Woman's Suffrage Parade in Washington, D.C. held on March 3, 1913. Suffragist Elizabeth Thacher Kent attended this parade as part of the California delegation. The photographs taken during the event were used as evidence in a congressional subcommittee hearing which investigated police activity during this parade. The photographs illustrate the



marchers as well as the crowds of onlookers and law enforcement. Some members of law enforcement demonstrated in opposition to women's suffrage. Carol will be adding additional metadata to this collection of images.

Carol has also added the 1911 map of Marin to the digital archive, after meticulous digital restoration.

Support **adults** through life stages with opportunities for self-development and independent learning.

Anne T. Kent California Room



On Friday, December 13th, Laurie Thompson & oral historian Marilyn Geary interviewed Heidi Kuhn, a descendant of the McNear family (who once owned most of the Pt. San Pedro peninsula) & founder of Roots of Peace. Roots of Peace is a non-profit based in San Rafael whose mission is to remove land mines from war-torn countries and to support the communities in these same countries by providing resources which enable them to create sustainable agricultural businesses. Heidi recounted both her family and personal history and told us how she was inspired to found [Roots of Peace](#).

Friday, December 13th also happened to be oral historian Marilyn Geary's 75th birthday. Marilyn has been collaborating with the California Room for over 15 years and Laurie took her out to lunch to celebrate the occasion.

Anne T. Kent California Room Brief Additional Updates

- We are happy to report that the Marin Garden Club (1931-present) has formally donated their collection of minutes and photo albums. Carol picked up the collection and brought it to the Annex and we will be processing it next year. The women who established this group were conservation-minded; one of their very first projects was to plant flowers along the main thoroughfares of Marin in the hopes of bringing beauty to the lives of commuters.
- Jamie Schermerhorn – a descendant of the William Kent family- donated photographs, pamphlets and ephemera from the William & Elizabeth T. Kent family.

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

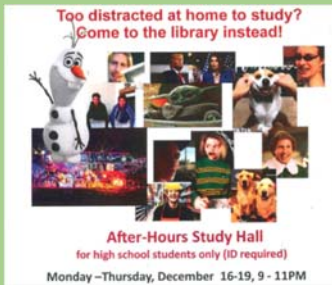
Corte Madera



Marilyn Wronsky, Children’s Librarian, shares: Lexi O’Brien’s Wednesday morning Spanish Storytime is a highlight of the week. Sponsored by our Friends of the Corte Madera Library, Lexi presents lively songs, stories and participation games, entirely in Spanish. And, her two-year-old son Teddy is very much part of the happy crowd. But the day that Teddy had a high fever, I asked one of the moms, Kimberly Cebreros, to step in for Lexi. As it turns out, Kimberly is also a wonderful teacher with a repertoire of songs and, with five minutes to prepare, she did an amazing job.

Support **youth** in our community with opportunities for self-discovery and expression.

Corte Madera



‘Twas the week before Christmas, and all through the stacks
The students were gathered, with laptops and snacks.
Finals Week overshadowed all their holiday cares
“Who can help us?” they cried, why the library dares!
We’ll be open late, just for students to come
We’ll have pizza, and WiFi, we’ll serve with aplomb!
You’ll have peace from your siblings, there is plenty of space,
Just the right kind of mood in the right kind of place!
Every night ‘till 11, they hit the books,
Study groups or as singles, they sat in the nooks,
And when the time came, as they walked out the doors,
Best of luck, we all wished them, here’s to getting high scores!

Thanks to the Friends of the Corte Madera Library who generously donated the snacks, and to all the Corte Madera Library staff who volunteered to adjust schedules and work until 11pm to support having Finals Study Hall extended hours from 9-11pm for the week of Dec.16-19 to support the students in our community!

Be a positive environment for **mobile and digital literacy**.

Corte Madera



The end of December is a stressful time for many, and here in the library we see many people struggling with their technology at this time of year. We were able to help a woman who was trying to print out her airline ticket itinerary and travel information, but who was having trouble accessing it. She had the information on her phone in her email, but she couldn't access it on our computers. She was in a big rush, and we were able to get her information printed out and get her on her way with a minimum of fuss, which she really appreciated.

Support **adults** through life stages with opportunities for self-development and independent learning

Corte Madera



This month, there were several unique learning opportunities for adults, including Deep Writing, a workshop with writer and professor Susanne West, a Pruning and Basic Rose Care workshop with Marin Master Gardener Paula Jaffe, and a new art offering mixed with meditation, a Zentangle Workshop with certified Zentangle teacher, Romi Marks. There was very enthusiastic feedback and requests for more events with Zentangle, which involves participants using repetitive patterns to create beautiful images while improving focus and creativity.

Corte Madera

Brief Additional Updates

- The Library Commission joined library staff, Library Foundation and Friends for a holiday gathering at the Corte Madera Library on December 13, 2019!



Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

Fairfax



Iris Meinolf, Children’s Librarian, continues to draw large crowds for Mother Goose on the Loose on Thursday mornings. This month she welcomed several babies and their caregivers. One father was particularly glad to find a program designed for and welcoming to infants. Iris always invites everyone to stay and visit after the program; the father stayed after for almost two hours talking with other parents and caregivers. Putting new parents in touch with other new parents is a great added bonus we provide.

During Iris’ weekly storytime and craft afternoon, the children made candles out of paper. One little boy said “I want to keep mine forever.” Iris found a candle holder and used the children’s paper candles to decorate the mantel in the Community room. Let there be light!

Support **youth** in our community with opportunities for self-discovery and expression.

Fairfax



April Hayley, Adult & Teen Services Librarian, and John Elison, Library Assistant II, held a Teen Cooking Club December 3 and taught the teens how to make popping boba (those tasty spheres you put in drinks or on your frozen yogurt). April was originally planning to have all the ingredients measured out in advance, but she ran out of time. The first batch didn’t turn out the way it was supposed to, and the teen volunteer was able to figure out what had gone wrong and made a second successful batch. The teens had a great time making the boba. Not only were they having fun, they were learning about molecular gastronomy.

Be a positive environment for **mobile and digital literacy**.



Fairfax

Aaron Fong, Library Assistant II, assisted a patron in a hurry with printing boarding passes from his phone. The patron required assistance connecting to the library’s wifi, sending the boarding passes to the print station, then releasing the document. Aaron was helpful and calm throughout the transaction, and the patron was extremely grateful for the service.

Support **adults** through life stages with opportunities for self-development and independent learning

Fairfax



Anthony Puga, Circulation Supervisor, assisted April with outreach to Bennett House, a low income senior housing complex in Fairfax. They brought library card applications, books and dvds. Bennett House holds a very popular Chair Yoga program led by the same woman who leads Chair Yoga at the library; April and Anthony staged their visit right after Bennett House's yoga program to capture the maximum number of residents. At the same time, they shared information about the library's Age Friendly Friday programs.

Janet Hughes, Library Assistant 1, coordinated the 2nd annual Fabric & Fiber Art Maker Group Show this month. The group hung knitwear, quilts, hand stitched panels and soft sculptures in the Community room and around the perimeter. All created or inspired during Fabric & Fiber Art Maker meetings this year, the beautiful pieces have been perfect for making the library a cozy place during this cold and rainy month. Margaret spoke to a patron who was impressed by the artwork and interested in joining the group in January.

Fairfax

Brief Additional Updates

- At the staff holiday potluck, instead of Secret Santa or white elephants, we have entertainment. Neshama told a story, April played her violin and told jokes, Janet led us in a "crazy gibberish" round, Margaret sang an original song, and everyone learned to play a song on the branch's new collection of ukuleles.

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

Novato



Ray Kwei completed his Eagle Scout Project teaching kids about Scout Skills (like navigation and first aid) at the Library this month. Congratulations, Ray!

Rancho Elementary School's Fifth Grade students received a program on how to download Overdrive and Hoopla to their Chromebooks.

Katherine Knecht from Marin County Parks came to do a program called, Bugology. She was so thrilled to be doing a program at Novato, her childhood library.

Support **youth** in our community with opportunities for self-discovery and expression.

Novato



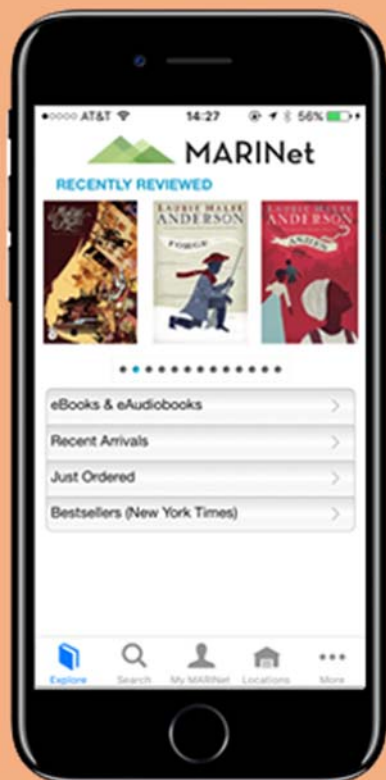
Teens were treated to a winter break extravaganza that kicked off on Saturday December 21 with a Holiday Pajama Jam & White Elephant Book Exchange. They watched the holiday classic, ate some sweets, joined teams for the "minute to win it challenges," and participated in the white elephant book exchange, where they were asked to bring one book wrapped in paper.

On Sunday December 29, a special Star Wars 3-part screening was on the bill. What's not to love about a special super secret Star Wars binge fest!

On Monday December 30, teens advanced their origami skills leaning to make the intricate designs of a twelve-piece Sonobe module, a six piece cube, and or a three piece diamond.

Be a positive environment for mobile and digital literacy.

Novato



A Novato patron filled out a Customer Comment Card to let us know that “The library app ‘MARINET’ is a total game changer for me! My oldest is 5 and I have come to the Library for the last 5 years. This app is so helpful and easy to use, it really makes everything more accessible. I checked out around 11 books today. Thank you for this app!” They also rated the service they received as Great. “The staff were great and very helpful.”

Support **adults** through life stages with opportunities for self-development and independent learning

Novato



Wednesday Night Book Club tackled John Steinbeck’s *The Winter of Our Discontent*. It was his last novel and, some say, his best.

Spanish Language Book Club/ Club de Lectura en Español read Yuri Herrera’s *Trabajos Del Reino*, a novel about life on the border between Mexico and the United States.

Thursday Morning Mystery Book read New York Times bestselling author Anthony Horowitz’s Sherlock Holmes Novel *The House of Silk*. For the first time in its one-hundred-and-twenty-five-year history, the Arthur Conan Doyle Estate authorized the publication of a new Sherlock Holmes novel.

The Thursday Afternoon Book Club discussed *The Brotherhood of the Grape* by John Fante, originally published in 1977. Although it sounds like a simple wine country fable, this is a timeless and unforgettable testament to family and change.

Thursday Evening Mystery Book Club dove into Ruth Downie’s *Terra Incognita*, which shines light on a remote corner of the ancient world.

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

South Novato



We celebrated an incredible first semester of Reading Buddies with a holiday party on December 17. Together, students and tutors read more than 7,200 minutes since October! It was a full house with 65 attendees enjoying pizza, cookies and an action-packed bilingual story time with Serena Makofsky. Families also received free access to the curated literacy app Kidappolis.

Volunteer Barbara, a former teacher, got a welcome holiday surprise when she saw her former student Latsis at the party with her younger brothers. Tears came to her eyes as she shared what a joy it was to see her student again.

Volunteers Zelina and Elijah helped out, too, hosting a Hot Cocoa fundraiser for the program. "I'm glad I was able to help the program in any way and I think everyone should support and volunteer for Reading Buddies," Elijah reflected. "I hope what I did made a lasting impression and I will truly miss my kids and the experience it offered."

Support **youth** in our community with opportunities for self-discovery and expression.

South Novato

This month one of the Makerspace members, Laila, discovered our mini microscope, which plugs into a computer. She spent an hour analyzing all sorts of materials, marveling at what she saw. Upon seeing the individually interwoven fibers of her jeans she exclaimed, "I love Science!"

Another member, Ben, has become quite adept at designing for the laser cutter. This month, he learned how to improve his precision and send his designs to the laser cutter, which really increased his production output. With this new knowledge, he also stepped up and began helping other members laser cut their designs.

Be a positive environment for **mobile and digital literacy**.

South Novato



This month our teen XRStars reached a milestone: more than 1,200 hours of work experience and job training!

These youth interns have been instrumental in maintaining youth and family programs at South Novato and nearby schools. They have hosted monthly Craft-n-Create workshops for families, demonstrated VR for library patrons and festival goers, supported our weekly Game On program for tweens, hosted maker workshops at Novato Library and Lu Sutton elementary, and served as teaching assistants for our daily after school programs and XR Marin classes. Several interns also attended the American Library Association and the California Library Association. We'd say it's been a great 9 months – with more to come!

Support **adults** through life stages with opportunities for self-development and independent learning

South Novato



A patron came up to the front desk during our Senior Social hour and let Ezra know that she was going to be traveling to New Zealand very soon. She was planning on checking out some of the filming locations and experiences from the *Lord of the Rings* trilogy while she was there. She had never seen the movies, though!

Not having a DVD player at home, she asked if there was a way we could help her watch the films in the library. Ezra loaned her our portable DVD reader and set her up for 2 hour per day on our public computers. Nearly ten hours and several visits later, she finished all three films!

South Novato

Brief Additional Updates

- South Novato thanks contingent-hire staff member Jesse Lumb for his many hours of excellent service. Congrats on your new adventures, Jesse!
- This Spring, South Novato will collaborate with XR Libraries to host regular multimedia programs on Climate Change. Stay tuned...

<p>Be the preferred place for children, families, and caregivers to connect, learn, and grow together.</p> <p>Technical Services, eServices and Marketing</p>	<p>Keith facilitated and coordinated the filming of the Educational Initiatives Coordinator video for the Public Library Association conference.</p> <p>Keith developed materials for the Conscious Kids book kits.</p>
<p>Be a positive environment for mobile and digital literacy.</p> <p>Technical Services, eServices and Marketing</p>	<p>Jim replaced the older wireless network at the Bolinas Library with newer 802.11ac for faster and more reliable access.</p> <p>Jim installed new 55 inch HD TV at the Civic Center Library to replace old 40 inch NEW monitor connected to the Digital Signage System.</p>
<p>Support adults through life stages with opportunities for self-development and independent learning</p> <p>Technical Services, eServices and Marketing</p>	<p>Clara trained Katrina in pre-weeding adult materials in the distribution center.</p> <p>Mildred and Anna collaborated on reading lists in OverDrive that were featured in the December Savannah Newsletter.</p>

<p>Technical Services, eServices and Marketing</p> <p>Brief Additional Updates</p> <ul style="list-style-type: none"> ➤ Damon began initial set up for Counting Opinions. ➤ Damon, Keith & Anna attended a BiblioWeb demonstration, a potential new platform for the MCFL website. ➤ There are now 4 staff trained in doing the Link+ afternoon sort. ➤ Jim replaced 10 staff computers at the Novato Library. ➤ Jim obtained 4 staff laptops and set up for use. 1 eServices, 1 Library Administration, 2 Fairfax. ➤ Jim replaced faulty barcode duplicator at the Civic Center with new one. ➤ Damon continued to work on facility projects related to the Corte Madera Roof. This including awarding contract for design work for full replacement and working on temporary replacement for the winter. ➤ Damon worked on awarding contracts for design work for Fire Suppression systems at the Novato and Corte Madera Library. ➤ Technical Service staff prepared for and participated in an Evacuation Drill of 1600 Los Gamos Suite 180. ➤ Technical Service staff participated in holiday lunch on December 17th. ➤ Damon participated in budget meeting with eServices, Selection, teclibusport and Library Administration ➤ Damon participated in Bookmobile – Mobile Library Assistant – interviews.

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

West Marin
**Point Reyes, Inverness,
Stinson and Bolinas**



The Learning Bus was busy with hands on learning act during the month of December! Children and their caregivers made ornaments, baked brownies, and attended a pajama party with a movie!

Crafternoons continued this month at the Bolinas Library where Vanessa Waring, CLS, led a homemade holiday gift making program with beeswax candles and bookmarks. The Point Reyes library hosted two holiday programs this month: Holiday Read and a gift making program. We deeply appreciate Library Commissioner Loretta Farley assistance with the gift making program, which included making homemade ornaments and iris card folding with children, teens, and their families.

West Marin Literacy celebrated all the students and tutors who participated in this semester of Reading Buddies in Point Reyes. Students received certificates of achievement and we're excited to continue building a love of reading with children in 2020.

Support **youth** in our community with opportunities for self-discovery and expression.

West Marin
**Point Reyes, Inverness,
Stinson and Bolinas**



On Wednesday, December 11th, the Point Reyes Library hosted an Hour of Code program for grades 5-8 led by Simon Woodard LAll, in collaboration with the West Marin School's Teen Center. Twenty kids used the library's public PCs and laptops to tackle a wide range of coding activities through the Hour of Code website. From using Javascript to design a snowman to building magical 3D dungeons, the kids learned fundamental skills while having lots of fun, and they were now inspired to use the Hour of Code platform on their own!

Be a positive environment for **mobile and digital literacy**.

West Marin
**Point Reyes, Inverness,
Stinson and Bolinas**



The Point Reyes Library hosted 3 classroom visits for 67 middle school students from West Marin school. Staff provided demos on how to search the library's catalog, place holds, and find non-fiction print materials in the library for their school projects.

Support **adults** through life stages with opportunities for self-development and independent learning

West Marin
**Point Reyes, Inverness,
Stinson and Bolinas**



On December 14th, Kerry Livingston, CLS, hosted a celebration to honor the 20 year anniversary of the Stinson Beach Library in the former 7-11 building with coffee, cake, and conversation. We were honored to have Supervisor Dennis Rodoni in attendance with members of the Friends of the Bolinas-Stinson Beach Libraries and community members who assisted with the original fundraising efforts. The Marin IJ took photographs to mark the occasion which can be found here:

<https://www.marinij.com/2019/12/14/stinson-beach-library-branch-marks-20-years/>.

The Point Reyes Knitters group celebrated with tea and goodies at their last convening in 2019.

West Marin

Brief Additional Updates

- The current art exhibit at the Stinson Beach Library is "Under the Sea or From the Depths" by Marilyn Yolles Waldman.

Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.
Be the **preferred place** for children, families, and caregivers to connect, learn, and grow together.

Bookmobile



While not noted in November's report due to the last Friday falling on the Thanksgiving Holiday weekend, the Bookmobile was still able to visit the kids and families living on the dairy ranches, even though the schools were closed that Wednesday for the holiday.
Bookmobile Community Library Specialist Terry Jones was able to retire at the end of October after delaying it by more than a year in order to make sure we had the correct licensing and certification to continue the Bookmobile uninterrupted. The Library was then able to get a special waiver granted by the Board of Supervisors allowing Terry to return as an Extra-Hire in a matter of weeks instead of the usual 6 months (Thank you Supes and Thank you Terry!), so that while not at full capacity for a while, the Bookmobile is still able to serve the community until a candidate is hired for the vacant position of Mobile Library Assistant.

Support **youth** in our community with opportunities for self-discovery and expression.

Bookmobile



The Bookmobile loaned out approximately 3-4 bins each of holiday and winter weather related items during the month of December. Thanks to the steady cold and rainy weather, the schools and child-care centers were especially interested in items related to the season.

Be a positive environment for **mobile and digital literacy**.

Bookmobile



While not our strong point since we don't have computers (or more importantly the space on-board), available for use to the public, we continue to promote the various platforms available through the Library as a whole and its online resources.

Support **adults** through life stages with opportunities for self-development and independent learning


Bookmobile




Because of the holidays falling on Tuesday and Wednesday for two consecutive weeks, (meaning three weeks before returning to certain stops), we encouraged patrons to “stock up” on items and also advised them we would be extending available items an additional week, giving them more time, as it would be a lengthier period than usual before we returned and besides, if the power went out, better to be stuck with more than a few options!

Library Director Activities – December 2019 Activities

Below is brief overview of a few activities and items that may not have been highlighted in other areas of this monthly Commission Report.

 <p>MARIN COUNTY FREE LIBRARY</p>	<ul style="list-style-type: none">• Met with staffing units to discuss the results of the Marin County Employee Voice Survey. We had a participation rate of 96%. For us, areas of concern for staff are adequate staffing, vacancies and job stress. 75% of employees said they were overall a “satisfied employees” and 96% percent say their work is meaningful, their job is important to the mission of the library. 93% like the work they do.• Preparing the 2020-2022 budget.• Read to Lead program. The group read and discussed: <i>The 57 Bus</i> by Dashka Slater led by County Administrator, Matthew Hymel. This is co-led with Chantel Walker and finished its fifth year.
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Personnel – December 2019 Activities

 <p>MARIN COUNTY FREE LIBRARY</p>	<p>During December 2019, productive sets of interviews were conducted for both Mobile Library Assistants on the Bookmobile and the Learning Bus. The selection process for the Mobile Library Assistant Position on the Learning Bus has moved to a 2nd round of interviews. Jesse Lumb accepted MCFL’s offer and will begin his Mobile Library Assistant position on the Bookmobile in January.</p> <p>An external recruitment for opened and closed in December for several full-time and part-time Library Aide Positions, totaling 4.75 FTE, that will support 6 MCFL locations. The recruitment generated 73 applications that are being reviewed to select a group of applicants to interview.</p> <p>Internal recruitments opened for two full-time Librarian II Positions to support public services at the Novato Branch and the Civic Center Branch as well as a full-time Senior Librarian Position at Tech Services.</p> <p>The following full-time and part-time vacancies are under review:</p> <ul style="list-style-type: none">• Library Assistant I (2.1FTE): Corte Madera; Fairfax;• Library Assistant II (4.0 FTE): Bolinas; Marin City; Novato; Stinson Beach• Library Services Manager (1.0 FTE): Facilities• Librarian I (0.85 FTE): Tech Services• Supervising Library Technical Assistant (1.0 FTE): Tech Services
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Commission Members:

MCFL and the County of Marin

THANK YOU for the time and talents that you share with us daily, monthly and annually.

MARINet Board Meeting Minutes

November 21, 2019

MCFL Tech Services

1600 Los Gamos Dr., Suite 180, San Rafael CA

9:00 a.m. – 12:00 p.m.

Present: Abbot Chambers (Sausalito), Anji Brenner (Mill Valley), Sara Jones, (MCFL), Linda Kenton (San Anselmo), Gary Gorka (Dominican), Sarah Frye (COM), Jacki Dunn (Bel-Tib), Henry Bankhead (San Rafael). MARINet staff: Dan McMahon and Jessica Trenary.

The Meeting came to order at 9:07.

I. Public Comment period: No members of the public in attendance.

II. Introduction of Guests No guests in attendance.

III. Approval of minutes, October 17, 2019: Bankhead, Brenner

IV. Old Business:

A. Discussion of ramifications of PSPS. The three-day power outage affected all libraries in MARINet:

MARINet weathered the outage well thanks to their on-site generator for the Server Room at Los Gamos. All systems stayed up, so there was no catalog interruption. Any library that still had power was able to get in. Overdrive is offsite, so it stayed up as well. Some problems did crop up because the building was dark, so sorting was not possible.

Sausalito library stayed open thanks to generator power. A large number of people came. It was very successful and well-received by the community.

San Rafael had some staffing issues because some staff filled in as emergency workers.

Mill Valley closed because they do not have generator and it was too dark to open without lighting. They have applied for a resiliency grant that may help fund a generator.

San Anselmo stayed open since they have a generator. There was heavy demand with hundreds of people visiting the library. Everything went smoothly and they were in a great position to help an appreciative community.

MCFL had some issues with communication. Not everyone got messages so

some staff were unsure whether to come in.

College of Marin had to close completely.

Dominican had to close completely.

- B. JPA. A pre-meeting was held at 8:00 am. A discussion was held about the various areas where JPA needs updating. One idea proposed was for the Academic Libraries to join as full members, if possible. It was agreed to take a half an hour from the next few MARINet board meetings to talk through possible changes.
 - C. Ideas for the January Board retreat were discussed. Two items were put forward: Disaster Recovery and Library participation in Census 2020.
 - D. Update on Book Drops. High on the list of things to do. We need to find exactly which jurisdiction the locations are in and get the appropriate permissions.
 - E. NBCLS update. The board discussed next steps and stratieg for the upcoming meeting.
- V. New Business:
- A. Jessica discussed BiblioWeb, a new product from BiblioCommons for library websites.
- VI. Standing Items for the Agenda
- A. System Administrator’s Report (written report submitted)
 - B. Correspondence.
 - C. Topics for future agenda:
 - 1. Continued discussion of how to deal with PSPS.
 - 2. JPA
 - 3. January Retreat
 - 4. Bookdrops update
- VII. Non-Action items—there were none

VIII. Announcements

1. Sausalito: They have closed recruiting for their Children's Librarian Position. 20 candidates applied. Their Fine Amnesty continued through November 30.
2. MCFL still has 19 vacancies. There was some discussion about beginning a tool library where patrons can borrow tools.
3. Belvedere-Tiburon: Ground has been broken on their library expansion. Jacki Dunn announced her upcoming retirement.
4. San Anselmo: San Anselmo continued studying the issue of fines. They have been named an Age-Friendly community. They will be live-streaming impeachment hearings.
5. Mill Valley: They have 3 vacancies, soon to be 4. They plan a large library survey, the first since 2014.
6. COM: They have been extensively weeding and planning for moving all items to the new library building. The current LRC will be demolished after the move. They have acquired Kanopy.
7. Dominican: They have one vacancy. Up and running with Kanopy. Link+ continues to work smoothly.