

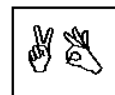
**MARIN COUNTY FREE LIBRARY COMMISSION**  
**Proposed Agenda**  
**Thursday, December 14, 2017**  
**7:00 p.m.**

**CIVIC CENTER MEETING ROOM #410B**  
3501 Civic Center Drive, San Rafael, CA 94903

Directions: Travel Highway 101, taking the San Pedro exit north of San Rafael, proceed east to the traffic light, turn left at the light. Turn left to main Civic Center Administration Building. Ample parking available close to the building, with no evening time limitations. Take elevator to the fourth floor, exit right, and continue to first hallway **Room 410B** at end of hallway. NOTICE: In order to assure a quorum, please let Library Administration know if you are unable to attend the meeting (call **Carmen @ 415-473-3220**).

**NOTE: Dinner will arrive around 6:45 for those who would like to join us prior to scheduled meeting.**

	<u>ITEM</u>	<u>PRESENTER</u>	<u>STATUS</u>
7:00	1. Call to Order	Kathrein	Action
	2. Roll Call	Kathrein	Action
	3. Approval of Agenda	Kathrein	Action
	4. Approval of Minutes – November	Kathrein	Action
	5. Open Time for Public Expression		
	6. Reading & Correspondence File	Kathrein	Information
	7. CCE Report	Patterson	Information
	8. New Business	Kathrein	Information
	9. Old Business		
	10. President's Report for November	Kathrein	Information
	11. Director's Report for November	Jones	Information
	12. Announcements	Kathrein	Information
8:50	13. Adjournment	Kathrein	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.

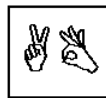
All County public meetings are conducted in accessible locations. If you require American Sign Language interpreters, assistive listening devices or other accommodations to participate in this meeting, these may be requested by calling (415) 473-3222 (Voice) or (415) 473-6172 (TTY) **at least** 72 hours 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 14, 2017
12. Library Director's Report for November 2017

Unnumbered Attachments:

Approved MARINet Board minutes of October 19, 2017 held at  
MARINet/Tech Services Los Gatos board meeting room



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MARIN COUNTY FREE LIBRARY  
Maker Space Classroom next to South Novato Library  
--PROPOSED MINUTES--  
Wednesday, November 8, 2017

(1) CALL TO ORDER

Meeting called to order at 7 p.m.

(2) ROLL CALL

Present

Margaret Kathrein	Anya Schandler	Barbara Schoen
Sue Ream	Ed Meagher	John MacLeod
Sally Hauser	Linda Ward	Craig Kennedy
Ali Iqbal	Ann Kaplan	

Absent with Notification

Helen Fauss	Loretta Farley	Nick Javaras
Tyrone Cannon		

Also Present

Sara Jones, Director of County Library Services  
Damon Hill, Acting Deputy Director of County Library Services  
Edna Guadiana, Administrative Assistant II  
Amy Sonnie, Ed Initiative Coordinator/Br Mgr, South Novato Library  
Terry Jones, Bookmoblist  
Sara Butts, LI/Youth Svcs – Corte Madera Library

(3) ADOPTION OF AGENDA

M/S/C-Hauser/Ward--Agenda approved as submitted

(4) ADOPTION OF MINUTES

M/S/C - Kaplan/Ream minutes approved as submitted

(5) OPEN TIME FOR PUBLIC EXPRESSION—

David Jackson new member of the Friends of the Novato Libraries attended this meeting to see what it was like. Director Jones introduced Amy Sonnie newly appointed Education Initiatives Coordinator/Branch Manager of the South Novato library, and asked her to say a few words about herself.

(6) READING & CORRESPONDENCE FILE

Reading file was routed for all to read. President Kathrein added an article about the Larkspur library to the reading file.

- (7) YOUTH SERVICES REPORT-Jones/Butts – Terry Jones, Bookmobilst gave the following presentation:

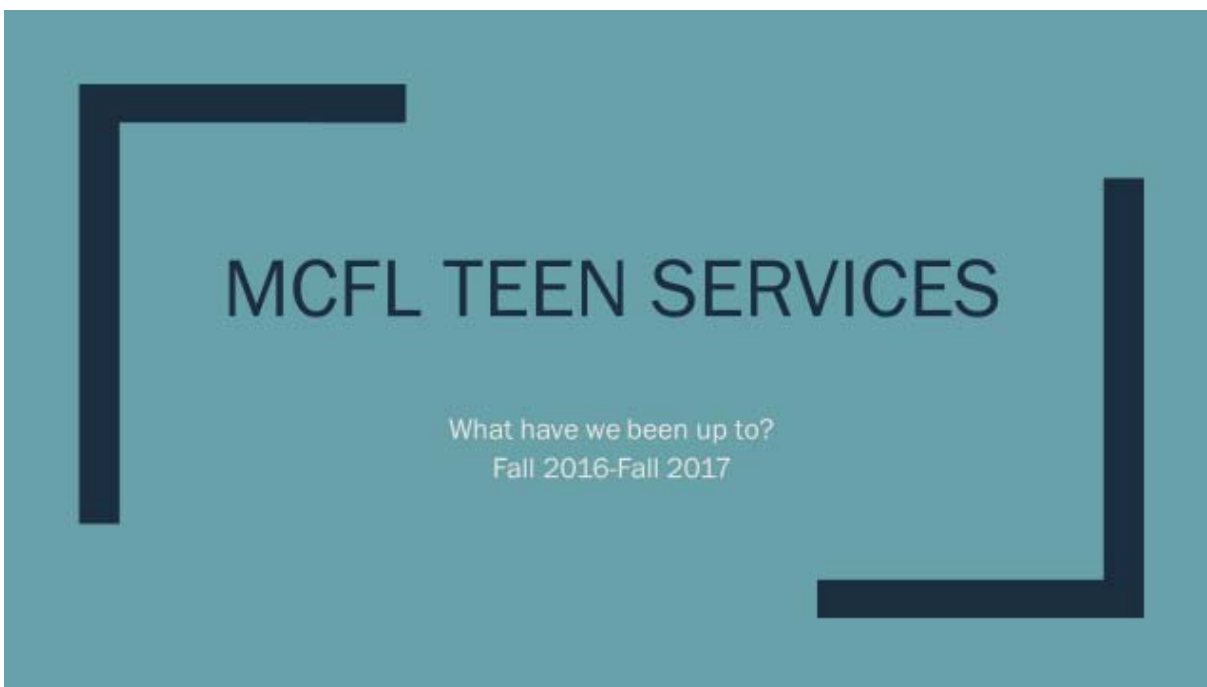
She shared the 2 videos of the National Park programs on YouTube

1) North District Video: <https://www.youtube.com/watch?v=FKM-iEs43rY>

2) SF Video: <https://www.youtube.com/watch?v=Ms9iiCF2IH8>

Outreach Program spearheaded by Jasmine Reinhardt, bilingual National Park Ranger. Done in Marin City, South Novato and the ranch stops of the bookmobile. Marin City and South Novato had wonderful outings as well but I can speak the best to our bookmobile program. Jasmine came to most of our summer ranch visits and brought pelts and helped us with our activities for the kids. She made strong bonds with our families who were thrilled to come on the two park visits she organized. On our Muir Woods visit, we had 42 participants from our sparsely populated, rural area! Only one of our folks had ever been to Muir Woods before so it was really a thrill and an eye opener for our families. The Alcatraz trip was also fantastic--- with whole families making the trip from babies to grandparents. A bus ride, boat trip and a bilingual tour of Alcatraz with Jasmine and 2 other rangers was wonderful. Alcatraz also has free headsets with an audio tour available in many languages which were really enjoyed by all. It was a beautiful day on the island-----shirt sleeve weather and no fog----a miracle! Great news from Jasmine-----although all of the other park departments had their budgets cut, outreach was increased! So happy we were able to be in the videos that helped communicate how wonderful the program was!

Sara Butts, Librarian I/Youth Services gave the following presentation:



## Teen Summer Challenge!

- New game format: Scratchers!
- Focus: Make the challenge site-oriented

### Stats:

988 signups  
52 programs (840 attendees)



DIY Comic book workshop

Life-sized game night

Science Lab - popping boba



Cosplay party



Emoji pillows!



## In-Branch Services

- Welcoming spaces
  - Interactive displays
  - After hours study halls
  - Chromebooks
- STEAM programs - mobile kits!
- Education and College Prep workshops
- Books books books!



## Volunteers and Web Stars

- Teen Advisory Groups
- Summer Reading
- Community Service
- Web Stars



## Collaborations and Community Outreach

- Children's/Teen Services Book Retreat (+city libraries)
- School visits
  - Summer Challenge promotion
  - book talks and book clubs
  - digital resources education and more...
- ELAC (English Language Advisory Committee)
- Wellness Centers
- PTAs
- Marin County Youth Commission
- Juvenile Hall



After a brief question and answer period, President Kathrein thanked Terry and Sarah for their presentation

- (8) NEW BUSINESS
- a. Report from Measure A meeting: Director Jones gave a brief overview on handout Leslie created and distributed to Commission. We are committed to spending about \$2.5 million dollars on: salaries, Literacy, leases, FLAGShip program, library materials and technology; along with ½ million dollars on Capital projects. We are holding on to \$41,000 for new FLAGship vehicle. Bids went out today for the FLAGShip.
  - b. Discuss December Meeting – President Kathrein reminded the group that next month’s meeting is on Thursday, December 14 at the Civic Center in Room 410B. Director Jones suggested that John bring VR. Commissioner Schandler reminded the Commission that the Social Committee could come up with something and let Sara know.
- (9) OLD BUSINESS
- a. All Staff Day Report – Commissioner Schoen reported that even though she only attended the first half it was a wonderful day, with a wonderful speaker Felton Thomas, Director of the Cleveland public library. Director Jones reported that about 130 people attended, and about 45 people caught the train into Petaluma after the day.
- (10) PRESIDENT’S REPORT FOR September and October -- NONE
- (11) DIRECTOR’S REPORT FOR September and October
- Director Jones announced that:
- ✓ She and Commissioner Macleod were invited to the Czech Republic and Barcelona, Spain to give a VR presentation
  - ✓ Sara had the honor of attending the Millie Awards where John and Millie Macleod were given an award
- (12) ANNOUNCEMENTS - NONE
- (13) ADJOURNMENT – M/S/C-Schoen/Kaplan-Meeting adjourned @ 8:00 p.m.

**Sara Jones, Director of County Library Services  
Marin County Free Library Report  
For November, 2017**

**Personnel**

Carmen Yateco was selected as our new Administrative Services Technician in the Accounting group. She begins her work for MCFL on December 11. Adrienne Graham was selected to fill the position of Librarian 1 at South Novato. She was previously the Library Assistant II sharing time and Novato and South Novato. The Administrative Services Manager position has interviews scheduled for December 14. The following recruitments will be started, or are in process in the near future.

- Deputy Director of County Library Services
- Library Assistant I, Marin City
- Library Assistant II, Marin City
- Library Services Manager, Technical Services
- Library Aide, Technical Services
- Librarian II, Novato
- Library Assistant I, Fairfax

**Library Activities:**

**Bookmobile and Outreach**

A busy, productive month for the Bookmobile! Neil Vickers, our new mobile library assistant, continues to do a great job, which is a wonderful help to the department. We started the month by attending the **Marin Equity Summit** on November 9<sup>th</sup>. A full day of motivating speakers and idea sharing opportunities with other agencies and our community partners. Goals were set to be sure, we are moving forward with creating equity in the coming year. Lots of new connections were made that we plan to follow up with. (*Goal 4-Support adults through life stages with opportunities for self-development and independent learning.*)



Continuing the theme of equity, the Bookmobile participated in the **Marin City Veteran's Day Parade**, which celebrated the communities' veterans as well as the 75<sup>th</sup> anniversary of the Marinship Ship Yard in Sausalito. The Performing Stars and was well attended. It was great fun meeting with the parade entries ahead of time and celebrating with the Marin City residents. The event included a children's play reenacting the history of Marinship and a flyover by an elite group of planes. We are hoping that this is the beginning of an ongoing tradition celebrating Marin City. *(Goal 1- Preferred place for children/families to connect, learn and grow together)*

Bookmobile added **a new stop this month on Entrada Way in Ignacio**. Villa Entrada is an adult retirement community with a hundred residences and is also surrounded by numerous other homes. A resident committee asked if we could make a bookmobile stop in their area and we began it this month. We were met with a large crowd of enthusiastic patrons who were happy to enjoy our services and check out library material. We look forward to growing the stop and bringing in more members of the area's community. *(Goal 4-Support adults through life stages with opportunities for self-development and independent learning.)*

November was a month when we were fortunate to have 2 days of a fifth week when we are not scheduled for our regular routes. By combining those 2 days with our regular in office Friday, we created a much-needed opportunity to **reorganize our storage space and outreach materials**. We have added so many outreach events throughout the year including our nonscheduled help with the evacuation center that maintenance and cleanup are a necessary part of the job. After every event, we seem to end up with extra surprises that all need to go back to their original owners or find a new home. Our reorganization will help us to make our outreach materials more accessible to share with other colleagues. Just this month, Ginny Schultz and her husband took our Cubelet robots to Short School for 2 class sessions and Novato Library borrowed our nature bingo, a nature activity game and our animal track replicas to make imprints with. We have many more fun things to share and look forward to making them available. *(Goal 2- Support youth with opportunities for self-discovery and expression)*

### **Civic Center (Eva Patterson)**

Mid-month we became the third regional to have our electrical panels upgraded. Work was done over two weekends, from closing on Saturday through all day Sunday. Our dome lighting is now on five (noisy) light switches instead of 28 circuit breakers. At the end of the month, we were able to beta-test an Envisionware self-check machine. As with any beta product, we found many issues that prevented us from allowing patrons to test the machine. Some issues were solved but some could not be fixed. Many thanks to Teressa, Jim Stephens of MCFL Tech Support, and Envisionware Support for taking the lead on this project. The self-check had features we were excited about, i.e. a virtual keyboard, offline checkout, slim design, and front loading receipt paper. Hopefully we will get an opportunity to test it again. *(Goal 3 – Be a positive environment for mobile and digital literacy)*

Elmer provided 17 Craig's List postings by phone to disabled patron in San Rafael, proctored three student exams, and produced the book list, *Healthy Holidays*, for the Marin County Employee Wellness Program as an online list in BiblioCommons, and for in-branch distribution. Elmer responded to two article/obituary requests receiving a gracious thank you from one patron: "I'd like to commend Elmer Jan for going the extra mile in this search for an obscure photo and article... This was for an NBC show that wanted a pic of me back then. I only had the year. Elmer was not deterred and found it. His 'I'm with you' attitude was refreshing. I felt encouraged."

Linda replied to 22 email reference questions. In preparation for the upcoming tax season, Linda stocked the branch with IRS forms 1096 and 1099 and delivered these to other regionals libraries. Linda presented:

- Alliums/Marin Master Gardeners (25)

- Celebrate Diversity and Immigrants in Marin: Community Open-Mike Poetry Reading-- moderated by Marin Poet Laureate, Rebecca Foust (20)



- Button Flowers (11)



#### Displays:

- Time to Learn a New Craft
- Need Cooking Help?
- Art & Drawing (Teen)
- Native American Heritage Month (Teen)
- Martin Scorsese (DVDs)

*(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning)*

Natalie presented a book talk and craft activity to Davidson Middle School 7th and 8th graders. Five teens attended the Teen Advisory Group meeting, finishing their blankets for shelter animals and coming up with ideas for December/January programs; blankets will be delivered to the Marin Humane Society on Dec 1. Natalie visited Juvenile Hall to deliver books to about 20 teens.

Natalie hosted

- Slime! Craft (10)
- Repujado with Rachel-Anne Palacios (31) Families and folks of all ages created magnets and wall ornaments inspired by the Mexican tradition of *repujado* (the art of metal embossing)



- Teen Art Contest (7) The contest featured the awesome work of seven teens. Their displayed works featured drawings, paintings, and a poem. Sixty-four ballots were cast in voting for the contest winner and runners-up who received gift-card prizes.





*(Goal 2 – Support youth in our community with opportunities for self-discovery and expression)*  
 Elmer provided patron sessions on downloading eAudiobooks to an iPhone. He also provided phone reference for an hour coaching a patron through downloading eBooks to his fresh, just-out-of-the-box Kindle Fire 7.

Elmer detailed the hiring process for extra-hire librarians, subsequently shared the document with the Adult Services Committee and posted to Backstage. He produced the interlibrary loan and periodical interlibrary loan request forms as fillable PDFs to be used in the branch and forwarded to ILL/Tec for review and potential system-wide use. He produced the supply request form as a fillable PDF for branch use. He also posted to the MCFL Facebook page photos of Marin Poet Laureate, Rebecca Foust, hosting an evening of open-mic poetry on the subject of diversity. *(Goal 3 – Be a positive environment for mobile and digital literacy)*

### **Civic Center Library Children's Services**

Submitted by Kathleen Fitzhugh

*(Goal 1 – Be the preferred place for children, families and caregivers, **and Staff** to connect, learn and grow together)*

CLA Conference. Kathleen and Margaret Miles (FAI) presented a workshop- Mind in the Making: New Skills Emerge at the California Library Association Conference in Riverside, California November 2-4<sup>th</sup>. We gave an overview of how MCFL rolled out Mind in the Making Training for 125+ staff members and what we discovered from our data collection. The presentation was at 9 a.m. on Friday November 3 and was attended by about 26 people; 6 of which were loyal MCFL teammates who went through the MITM training.

Habits of Mind. Also in attendance was Suzanne Flint, our grant coordinator from the California State Library. She asked Kathleen to review a soon-to-be-published guide Suzanne co-wrote called Habits of Mind: A toolkit. This toolkit is a result of a 3-year collaboration between the California State Library, the Brazelton Touchpoints Center, 8 California public libraries, and 20 of those libraries staff members. The "toolkit" is meant to be a bridge between the full *Touchpoints in Libraries* training (which MCFL has not participated in) and more informal, in-house group discussions and exercises regarding the foundational "habits of mind" aka skills, that are the foundation of *Touchpoints in Libraries* training.



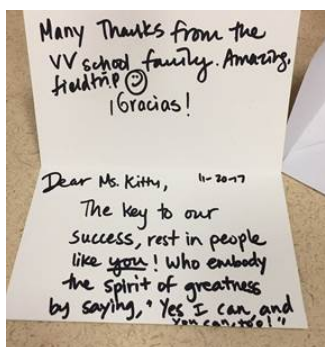
It is immediately obvious that the skills covered in this toolkit align closely with *Mind in the Making* training; self-awareness, perspective taking, mindful language, reflective practice, nonjudgmental observation, and so on. As with *MITM* training, *Habits of Mind* also spends a significant amount of time teaching facilitation skills for staff. As MCFL goes forward with a *MITM* taskforce, this toolkit may be a useful resource to for both staff and community outreach. Kathleen will continue to network with Suzanne Flint on this project.

**MITM Taskforce.** After returning from the CLA conference, Kathleen began recruiting and organizing a *MITM* taskforce committee. Kathleen and Margaret Miles met with Sara Jones to discuss the goals of the taskforce and first steps. This taskforce will work closely with the CAIT committee and the first meeting will be a joint meeting with the CAIT team. The taskforce consists of Kathleen Fitzhugh, Margaret Miles, Liz Paris, Natalie Mallet, Linda Aldrich, John Elison, Shane Ebert, Daniel Avalos, Jennifer Livingston, and Jennifer Robinson. The first meeting will take place in February 2018.

**BiblioCommons training.** Kathleen attended BiblioCommons taught by Jessica Trenary. Kathleen plans to create some specialized recommended booklists that support the *7 Essential Life Skills* and related brain building materials.

**Halloween Costume Exchange:** Denise has received an amazing amount of costumes for next year's costume exchange from Terry Jones of Bookmobile. Terri was formerly the proprietor of a shop in San Anselmo and has very generously donated much of her costume merchandise to the costume exchange.

**Venetia Valley School Visits.** Kathleen hosted class visits for Venetia Valley School 1<sup>st</sup> graders. However, this time Kathleen hosted the 100 kids, parents, and teachers in a different way. As always, she spoke about the importance of having a library card and explained how the library works. But using the newly acquired knowledge from *MITM* training, she did a mindfulness exercise to get the kids calm and focused after being wound up, she taught them WHY it was important to do this exercise, and she specifically reached out to the parent's present, all of whom were Spanish speaking only. Kathleen handed out a RIF (Reading is Fundamental) monthly calendar of brain building/reading tips in Spanish for the parents to take home to extend the library visit outside of the classroom and library. Some of the mother's present had infants with them and Kathleen told them about Baby Bounce storytime. Kathleen awarded each student with a "I visited my library today!" sticker to further cement the connection. So this is an example of how MCFL can take something we do already well; class visits, and make them more intentional. The teachers dropped off a lovely red bromeliad plant for Kathleen along with a thank-you card that shows that a mutual partnership between schools and libraries is so critical.



## Anne T. Kent California Room (Laurie Thompson)

The month of November was dominated by a series of very successful public programs. The first, on November 6<sup>th</sup>, launched our series of local history presentations at the



California Room Annex at Marin Commons. I thought it would be a good way to begin introducing the public to the wonderful collections housed there. Dewey Livingston was the featured speaker and his talk centered on Marin County history through the prism of maps and historic photographs.



Using his "PowerPoint magic," Dewey showed how the County's landscape has changed over time.

Along the way, many historic maps from our collection were showcased. The program was a hit; there was standing room only and attendance numbered about 95. A similar crowd showed up the following week when local historian Brian Crawford gave a talk on the 139-year history of the Bolinas-Fairfax Road, followed by a book signing. Thanks to funding from Jeff Craemer, attendees at both of these events enjoyed refreshments furnished by local caterers Traci & Marcie Miller. Food and drink consumption was restricted to the nearby lobby and everyone was respectful of that.



Our third event was a fundraiser for the Friends of the Civic Center Library. For the past three months, I have been working with Cultural Services Marketing Director Libby Garrison and our local Friends group to plan a special event celebrating the publication of a new work by ORO editions documenting the life & work of Frank Lloyd Wright protégé Aaron G. Green. Aaron was one of the lead architects to oversee the construction of Marin's Civic Center and he also designed the original public housing in Marin City, which has recently received National landmark status. Our fundraiser took place on November 9<sup>th</sup> at Marin Center's Showcase Theatre. Aaron Green's son –Allan–



shared a PowerPoint about his father's life and work and that was followed by a Q & A with a panel consisting of local architects who had worked with Aaron Green. Afterwards, books were available for purchase from Copperfield's books. 92 people paid \$15./each to attend. *(4- Support adults through life stages with opportunities for self-development and independent learning.)*

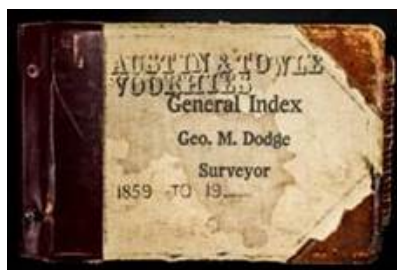
*Marin Magazine's* December issue featured highlights from holidays past from the Anne T. Kent California Room collection. Laurie and Carol selected a beautiful menu from a turn-of-the-century Christmas dinner held at the legendary *Hotel Rafael*; a handbill for a 1943 New Year's Eve dance and buffet supper at the Elks Club in San Rafael; and a ticket to an 1879 Thanksgiving Eve Grand Masquerade Ball at *Gordon's Opera House* in San Rafael.

*(Goal 1- Preferred place for children/families to connect, learn and grow together.)*



We partnered with the Marin History Museum to mount a special exhibit honoring Marin County veterans. The shared resources from our joint collections allowed us to document World Wars I & II as well as the Korean and Vietnam Wars. We also highlighted the history of several local military academies.

We solicited ephemera and stories from several local veterans including long-time California Room volunteer Dave Williams who served in Korea and local historian Richard Torney who served in Vietnam. We've received a lot of positive feedback from the community on this special exhibit. *(Goal 1- Preferred place for children/families to connect, learn and grow together.)*



Digital Archivist Carol Acquaviva has posted our recently digitized index to the Austin-Dodge-Towle-Voorhies survey collections on the digital archive. Researchers can now page through this hand-written index online and discover what surveys are available from these collections at our Map & Special Collections Annex. *(Goal 3- Be a positive environment for mobile and digital literacy.)*



In more digital news, we just received the high-res files from Act 3 Digitization Services for the upwards of 2100 maps they digitized for us at the end of October. Digital Archivist Carol Acquaviva has begun testing them on our digital archive and will begin adding the corresponding metadata that volunteer Brian Crawford has been



compiling for the past six months. We're extremely pleased with the quality of the scans and we will now be able to better preserve these rare and fragile maps by sharing the digital files with the community. (*Goal 3- Be a positive environment for mobile and digital literacy.*)



Through the generosity of Jeff Craemer, we received three paintings of historic Marin by George Demont Otis to hang at our Map & Special Collections Annex. Each one, in its own way, depicts aspects of "lost Marin." One –painted just upstream from Otis' home and studio in Kentfield, shows the Corte Madera Creek and the rustic structures alongside it, before the creek was rechanneled by the Army Corp of Engineers in the 1960s to mitigate flooding.

Another painting shows Alpine Lake in Marin County's watershed, in the early 1930s. The last –not so different from today- depicts a foggy day at Drake's Estero on the Point Reyes Peninsula. We are thrilled to be able to share these beautiful works with the community. (*Goal 1- Preferred place for children/families to connect, learn and grow together.*)



Oral historian Marilyn Geary and librarian Laurie Thompson interviewed Beth Ashley for our oral history program. Beth is a long-time columnist for the *Marin Independent Journal* who began her career there following World War II. Beth told us that her family first moved to Marin when she was a teenager as her father had just accepted a job-recruiting workers for Marinship. Beth recounted her long career in journalism including stints in China and the former Soviet Union; she spoke of some of the famous people she has interviewed; and she gave us perspective on life in Marin in the mid-20<sup>th</sup> century, along the way recounting some of her community activities. (*Goal 1- Preferred place for children/families to connect, learn and grow together.*)



### **Corte Madera Library (Julie Magnus)**

This time of the year, it is not uncommon to hear about people tailgating at sporting events like football games, but on November 8, Corte Madera took it to another level -- storytime tailgating! After our toddler and preschool storytimes that Wednesday morning, Damon Hill, interim Deputy Director, was en route to Corte Madera for a meeting, and observed a bunch of happy kids eating snacks in their truck outside the library. Much giggling and merriment was the



end result! Guess we'll have to try the wave for next month's storytimes! *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

Marilyn Wronsky, Children's Librarian, shared: with the release of two children's films, *Wonder* and *Wonderstruck*, this was an opportune time for our Kids Book Club to discuss *Ugly*, the autobiography of a severely disfigured man. Debbie Toizer led a thoughtful discussion of this book by "the ugliest man you'll never meet". In it, he describes his many surgeries, supportive family, friends, and challenges with heart and humor. We set up a display of *Wonder* read-alikes then updated and printed extra copies of our booklist. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



You could tell by their toothy grins that they had won a ginormous grow shark in our Sharktober raffle. By the last day of Sharktober, there were 385 tickets in the jug. Here is a photo of Tindi, happy to be one of the ten winners.

As we were packing up the shark display, a four-year-old girl studied the 13" shark jaw and said that it looked like a pelvis. Indeed it does. When I brought her a skeleton book, she identified many bones including the mandible. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

Kim Turoid, Library Assistant I, was on the Info Desk when a gentleman just walked up and expressed his gratitude to the Corte Madera Library for having the community room available for tutoring. The Community Room has been packed with students in the afternoon lately, all industriously working away. The teen section has been well-used for studying, too. *(Goal 2 - Support youth in our community with opportunities for self-discovery and expression.)*

Sarah Butts, Youth Services Librarian, reports that the Teen Advisory Group at Corte Madera is very cohesive this year, with 9 enthusiastic members. The onsite "embedded" book club at Kent Middle School continues with 12 or more attendees. Sarah has also been mentoring a high-school student for her 80-hour internship. Niobe has been visiting and volunteering in our branch for years, so we were thrilled to be able to provide a more professional experience for her. *(Goal 2 - Support youth in our community with opportunities for self-discovery and expression.)*

Sarah presented the teen committee's past year's achievements to the Library Commission on November 8. Among other things she shared the dramatic changes to the summer program from recent years and the collaborative efforts the committee has been making within the MCFL system and with the larger community. Sarah also visited the Miller Creek School's in-service day for faculty, and presented information on Homework Help. *(Goal 2 - Support youth in our community with opportunities for self-discovery and expression.)*

The second Marin County Equity Summit took place this month, and the focus was on youth. Shereen Ash, Ana Stanescu and Julie Magnus attended, along with other library staffers from MCFL, and were able to network with other County workers, non-profit groups and citizens to share resources and information and ideas about improving equity throughout the County. *(Goal 2 - Support youth in our community with opportunities for self-discovery and expression.)*

Sarah and Julie attended the California Library Association conference in Riverside, and came away with many ideas on how to improve or innovate the services we provide to our many different patrons. Sarah was able to meet with Lisa Regalla from the Bay Area Discovery Museum and discuss ways to improve and polish the future School Readiness Toolkit that

BADM will be releasing in March. Julie joined the California Library Association Collection Development Interest Group, and proposed the topic for a 2018 Spring Fling presentation “Sources for Diverse Genre Books” that was enthusiastically received by the group. And we both supported our fellow MCFL staffers who presented about the project to train our entire library staff with Mind in the Making – seven essential life skills, to support child and brain development in our communities. (*Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together. Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)

Jackie Foster, Library Assistant II, relates: this week a woman wanted to get a card. I asked which application she'd prefer... Spanish. Then she had her daughter fill out her application. I let her know we have both an adult and children's Spanish collection and she said she knew and wanted to use the children's collection to continue working on her reading skills. She shared that in her country, she never went to school. However, her husband is a big reader and has encouraged her to learn to read. Her daughter is a big fan of the library and was also excited to get a card. I'm hoping to have a little literacy information lined up for when I see her next. (*Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together. Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)

Lynn Fabian, Library Desk Supervisor, shares some quotes from our patrons: First, in response to an email question about the website: "Thanks very much, Lynn. I am a fan of the library. One of the big reasons is your responsiveness to issues and feedback!"

Next, from a patron who thought she had lost all her Borrowing History in the transition to BiblioCommons: "Thanks so much for the instructions — I see it now. Hurray! Now I know what authors to look for, books to recommend, etc.

I appreciate your prompt reply! I love the library. It is hands down the best deal in town." (*Goal 3 - Be a positive environment for mobile and digital literacy. Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

Branch manager Julie Magnus helped a woman who came to the desk and asked about using the computers – but she wasn't quite sure whether she had a library card. She eventually found it, but it had been so long that she was no longer in our database. No problem – we quickly signed her up for a new card. Then she asked, “How much is it?” We were happy to reply “Free!” and that she could use the computers up to 2 hours, and also get 5 pages free per day. She seemed astonished, and happily went on her way. (*Goal 3 - Be a positive environment for mobile and digital literacy. Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

Sometimes it's the little things....like listening, and being aware, and making the extra effort to reach out. One of our regular patrons came to the desk and inquired about the Park Passes, the ones from the Marin Municipal Water District. We didn't have any in, and we offered to order one for him, but he needed it for Saturday (this was Thursday.) He walked off. A few minutes later, Kristine Augestad, Library Aide, called my attention to the fact that a MMWD Park Pass had just been returned, and wondered if the patron was still here. I was able to find him and told him we'd be happy to check it out to him -- he was very grateful we had taken the trouble! (*Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

Shereen Ash, Librarian II, Adult Services, shares that November was an outstanding month for adult programs at Corte Madera. The offerings were varied and well attended. Patrons were enthusiastic and appreciative. One woman commented on her way out of our Saturday concert

by Honey B and the Pollinators that in her opinion, Corte Madera Library offers the best programs of any library in Marin! We were at overflow capacity at seventy-three; kids were dancing in the aisle and people were tapping their toes as they sang along to jazz standards from the 20s, 30s and 40s. An added bonus—our mail carrier is the horn player! (*Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)

We also offered two thought provoking programs. One entitled “Welfare and Capitalism: Lessons from the Advanced Industrial Democracies”, was given by a UC Berkeley graduate student, attracted an audience of thirty-eight, including seven high school students who received extra credit for attending. Even after a lively question and answer session, people stayed to talk with the presenter until almost closing. This program was offered to help the community make sense out of current events. Author and researcher Michael Wing discussed his book, *Passion Projects for Smart People* to a rapt audience and sold enough copies to make \$25 for the Friends of Corte Madera Library. Our Monthly Monday Morning Series for seniors talk this month was on using walking poles for balance and mobility. Forty-one people (and lots of poles) filled the room. (*Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)

Shereen Ash, Librarian II, met with faculty members from Dominican University to invite them to participate in One Book One Marin 2018. They were an enthusiastic group and eager to share their knowledge with the community. Hopefully, they will offer programs at a number of our branches. (*Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)

Thanksgiving Success: branch manager Julie Magnus received a call around 8:30pm Monday night the week of Thanksgiving from a patron looking for a 1975 edition of *Joy of Cooking*. We had it, actually a reprint of it for the 75th anniversary of *Joy of Cooking*, on our discovery wall as part of our holiday display. The patron asked if it had a specific recipe for scalloped oysters, and wanted to know the ingredients, claiming it needed to include Saltines, so I read them over the phone to her. The recipe included soda crackers, so she thought that was the right one. She was excited and said she would come over to pick up the book, but that she didn't have a library card (though she said her husband was really a big library supporter.) So, I assured her she could get a card, as long as she had her driver's license with current address. Clock ticked by, and it is now 8:50 pm. Our patron comes in the door, and Jenna Selzler, Library Assistant I, starts working on setting up her card. She shared that she was a bit embarrassed not to have a card, but we told her welcome back! In addition, that we have lots of great stuff to enjoy. She chatted a bit with us, and told us a story of her mother watching her make this dish years ago, but was told "that's not how you do it" --apparently a later edition of the *Joy of Cooking* left out the bread crumbs. She hasn't made it in years, because her daughters didn't like it, but this year, they're not going to be there, and another guest was interested in trying it, so she set out to recreate the dish! Score one for the library saving the day and delivering the recipe! (*Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

Patrons “gobbled up” our cookbooks from the display on cooking for the holidays. (*Goal 4 - Support adults through life stages with opportunities for self-development and independent Learning.*)



Continuing the turkey theme, we were visited by a posse of real wild turkeys this month! Everyone enjoyed being able to view the turkeys, right through our back windows! They have made a home in the neighborhood, as reported by Marilyn Wronsky, who saw five fat and handsome turkeys walking up the middle of the road, on their way to the library.

“Five fat turkeys are we. We slept all night in a tree.....”

A patron said that yes, they do sleep in a tree—a redwood.



These flannel board turkeys for storytime were created in the collage style of Eric Carle by our volunteer artist Lynne Bergherm. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



The current exhibit in the Corte Madera Library Community Room is “A Moment in Time” by Diana L. Benet. Her work is luminous and has a depth of meaning that is quite poignant. Born in central China, Diana grew up in Taiwan, with a father who was an internationally known watercolorist. After a long career as a product designer and illustrator, Diana is now semi-retired and able to paint and explore different methods, materials, styles and subject matters. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*



## Marin City Library (Diana Lopez)

On November 9, three teenage Marin City girls came by the library just before closing. They were very happy and said they wanted to sing us a Christmas Carol. Then one girl said how they wanted to thank the library for all that we do for Marin City kids, offering them a place to come after school. She said lots of kids don't have anywhere to go, and the library is a special place for them. They wanted to say "Thank you!". *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.) (Goal 2 - Support youth in our community with opportunities for self-discovery and expression.)*

Etienne and Diana attended the Marin Equity Summit on November 9 at the Marin Center. It was a day of connecting with Marin colleagues and discussing ways to bridge equity gaps in the County. There were inspiring speakers, talks with current partners, and connecting and establishing new partnerships. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



On Veterans Day, Saturday, November 11, Felecia Gaston, Founder and Executive Director of Performing Stars of Marin organized a community-wide Veterans Day/75th Anniversary of Marinship celebration on Saturday, November 11. Felecia enlisted the help of Ben Randolph, Marin City historian, and other volunteers to compile a list of over 350 veterans from Marin City. These veterans had not been honored previously, and they were very touched. MCFL and the Marin County Library Foundation were Community Sponsors of the events, and had a full page of dedication to the Marin City veterans in the beautiful program that Felecia produced.

Terry Jones, MCFL's Bookmobile Coordinator brought the Bookmobile, and Alejandra Valeria Cruz Carrasco, MCFL's FLAGship Coordinantor brought the FLAGship. Both vehicles were in the parade around Marin City and parked after the parade so that community members could climb aboard. Even our National Park Service partner Ranger Jasmine was there to help out and honor our vets. Becky Tuttle had helped gather materials and information for Felecia when she was working on the event. Etienne Douglas took pictures of the various events throughout the day, including the children's play, distribution of awards, and Red Star Bay Bomber Squadron Formation Team flyover in the "Missing Man" formation.

It was a day that meant so much to the community and our veterans and will long be remembered in Marin City. Both the Marin IJ and the Marin County Post covered the day's events. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*





On Monday, November 13, Felecia Gaston gave Becky, Etienne, and Diana "Thank You" plaques in appreciation of our support for the Veterans Day/75th Anniversary of Marinship celebration. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



Etienne met with Facebook employees and staff from the CEC Makerspace on November 17 in Facebook Spaces. The plan is to use this platform to train other libraries on using VR and to eventually hold virtual meetings in this forum. *(Goal 3 - Be a positive environment for mobile and digital literacy.)*

As part of our ongoing monthly film series that reflects that African American experience, we showed the documentary the Central Park Five on Tuesday, November 28. This film by acclaimed documentary filmmakers Ken Burns is about a 1989 case of five black and Latino teenagers who were wrongfully convicted of raping a woman. After they had spent from six to 13 years in prison, a serial rapist confessed to the crime. *(Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.)*

### **Fairfax (Margaret Miles)**

Fairfax Library had its old electrical panels replaced, and new bollard lights were installed along the path from the front lower parking lot to the library. Almost immediately a patron commented how much she liked the new lights! This makes the approach to the library safer and more welcoming, especially for seniors and young children. *(Goal 1: Be the preferred place for children, families and caregivers to connect, learn and grow together)*

Anthony Puga, Circulation Supervisor, hosted several Veteran's programs this month. Meet a Veteran at the Library featured a panel of four representing WWII, Korean and Vietnam wars. Each veteran shared stories of his time overseas, whether as a B-17 pilot flying over Paris, surviving freezing temperatures in Korea, or celebrating Christmas in Vietnam with a tree mailed from his mother. A father and mother had brought their son to the event since he was considering a career as a Navy Seal. His mother pulled Anthony aside afterward and thanked him for giving them all the opportunity to hear from the veterans firsthand, especially since there are fewer and fewer of the WWII veterans left.

Our Community Room gallery featured photos from the four panelists as well as other veterans during the month of November. Anthony curated the show and hosted a reception November 4 which was attended by 46 patrons and veterans. A gentleman commented at the end of the month that he'd returned to view the photos again.

A morning Veterans Coffee was attended by eight veterans who continued to share stories with each other of their time in the service. A representative of the American Legion shared coffee with the veterans and thanked the library for honoring the veterans. The events and exhibit were not only educational for those who attended; the local Veterans who participated were honored to share their stories and photos and greatly appreciated being able to talk with each other. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning)*



At our staff meeting on November 14, Margaret Miles, Branch Manager, led an hour-long discussion on programming. Staff brainstormed:

- Why do we do programming?
- What are the core values of our community?
- How do our programs support those core values?
- What populations are we not reaching?

Raemona Little Taylor, Adult & Teen Services Librarian II, and John Elison, Library Asst. II, have developed programming surveys for adults and teens. In-house survey boards were designed by Angela Wawryznek, Librarian I, and a link to the online survey will be sent to Nextdoor Fairfax, and White Hill middle and Drake high schools. Survey results, staff discussions, and MCFL goals will help inform our programming decisions for 2018.  
*(Goal 2: Support youth in our community with opportunities for self-discovery and expression)*  
*(Goal 3: Be a positive environment for mobile and digital literacy)*  
*(Goal 4: Support adults through life stages with opportunities for self-development and independent learning)*



Raemona and John hosted a NaNoWriMo program on November 28, encouraging writers to make a last push to finish their novel during National Novel Writing Month. 11 participants showed up to write, talk about writing, and eat snacks provided by Fairfax Friends of the Library. Those who attended asked lots of questions and checked out the resources provided. Several requested that the library offer the program again next year. The display was developed collaboratively between John, Raemona and Angela. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning)*





Our self-checks are very popular with children, and staff had observed children trying to use our regular stools with some hazards. Janet Hughes, Library Asst. I, identified safe and attractive wooden stepstools which we have purchased, and which were assembled by extra-hire LA1 Travis Meinolf. They are very popular, and getting lots of use. *(Goal 1: Be the preferred place for children, families and caregivers to connect, learn and grow together)*

Iris Meinolf, Children's Librarian, developed a display called "Kids Picks" which allows children to recommend books they've read to others. After a month on one wall, she moved it to the opposite wall and it immediately got more attention. One young reader has submitted 7 forms! *(Goal 1: Be the preferred place for children, families and caregivers to connect, learn and grow together)*



Iris' third series of Music & Movement, now held on Tuesdays, is attracting crowds of 40. Parents and children are developing their executive functions while they march, dance, sing, and listen to directions. Many of the families who attended last week had never been to MGOL, which means we are attracting new attendees to our programs. *(Goal 1: Be the preferred place for children, families and caregivers to connect, learn and grow together)*



The Jewish American Fiction Book Club attracted 25 this month to Skype with author Anita Diamant. Erin Williams, LA2, and Raemona ensured that the technology was working correctly in advance of the program, so attendees were able to ask the author questions and receive live responses. *(Goal 3: Be a positive environment for mobile and digital literacy)*

## Novato (Janet Doerge)

### **I received this wonderful feedback regarding Novato Library's weekly Spanish Conversation Club:**

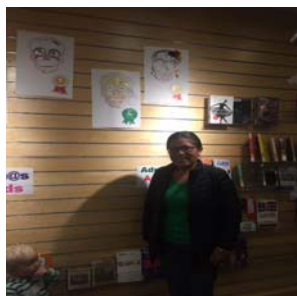
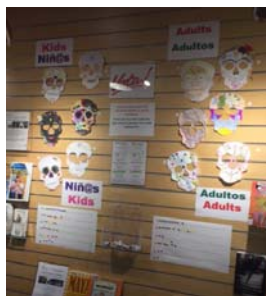
"I would like to compliment and thank your Tuesday Spanish conversation group and leader, Maria Lee Goodrich, for the excellent support the Spanish-speaking members gave to the Lions Vision Clinic held on Sun. Oct. 29. The Lions and Marin H&HS assisted about 500 Spanish-speaking members of our Marin community to receive free eye exams by volunteer doctors and free eyeglasses from the Lions club. We were able to recruit about 25 Spanish-speaking volunteers and 8 of these (33% ) translators came from the Tues. conversation class! They were so helpful and the clients were truly appreciative of all the benefits of the day. We wouldn't have been as successful without the support, caring and proficiency of the library class members. Please feel free to share this appreciation with others. Thank you so much, Shirley Johnson, Las Gallinas Lions Club, Volunteer Coordinator." Congrats to Maria Lee and to all the members of the group-Gracias! *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*

**Virgina Shultz, President of the Novato Friends, also received this positive feedback about the Spanish Conversation Club from a renewing Friends member:** "I appreciate Maria Lee Goodrich becoming a full time teacher in our Spanish class this fall. She is excellent as you can see in great participation, even in her absence during summer. I have been volunteering as a facilitator for over two years. Thank you for sponsoring our Spanish class." (The Novato Friends, through their generous donation, have allowed us to continue to support Maria Lee's hours as facilitator.) *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*



### **In honor of Day of the Dead/Día de los Muertos, Silvia Molina held a skull design contest!**

It was open to children and adults. Participants were given a blank white paper skull to decorate as they pleased. The results were beautiful and we used a dot system to allow other patrons to vote for their favorites on our slat wall display in the lobby. Pictured is Nancy Alejandre, one of our Adult prize winners. *(Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.) (Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*



Tom McGibney reports that the participants from **the Memoir Writing Workshop held earlier this year in Novato Library continue to meet!** "Yes, Tom," writes Carol Sweig, the leader, "We are all in love with each other. This outcome was all unexpected. We've become a family, really. Here's an example: one couple had to put their beloved old cat down with kidney

disease. Every one of us wrote to offer condolences including two who wrote from their trips abroad! The more we write about our lives, the more we share, the more we care. It's a blessing!" She credits Tom and MCFL, without which none of this would have happened. Participant Ash Subra added that the Memoir Workshop ended in May 2017, but the group (6-8) continued to meet in homes and coffee shops until August. Mantra Wines on Grant Ave is now their kind host. Ash says, "Tom connected the dots and the Novato library generously sponsored the class. Carol Sweig sparked our imagination, offered tools and guidance. The members pried open their private treasure chests, and continue to craft a memoir every two weeks on people, places and things in their lives. Such a stimulating variety and reach of stories!" (*Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)



**Silvia Molina gives first pick of our discarded materials to a local patron who then donates them to libraries in Juarez Mexico.** The Juarez Children's Education Program is a charity that funds education for the children of the Colonias of Ciudad Juarez, Mexico. JCEP provides scholarships for high school and college scholarships. JCEP also built and supports two after school libraries in the Villa Esperanza Colonias outside Ciudad Juarez. The books are so very appreciated! (*Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.*) (*Goal 2: Support youth in our community with opportunities for self-discovery and expression.*)

**Legos was the place to be on November 9<sup>th</sup>!** School was out and people met at the Novato Library for a great time! The program reached maximum capacity with 30 people in attendance. Many families were meeting to hang out and build with friends. Two families that come together to storytime were excited to introduce Laura Kennett to their school age children. They told me that they met when those children were in baby storytimes and now their younger children are friends too. "The library is our special place!" That's what they said! So true! (*Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.*)

Laura had a mom at her Traditional Tales storytime tell her that **Novato does the best storytimes**. The mom said that she drives from San Rafael to come to Novato. We are her preferred place! (*Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.*)

**The week of Thanksgiving the Kids' Room put out the craft cart and saw some amazing creations happen** from Minion- shaped bananas to some elaborate popsicle creatures. Some crafty patrons put their paper apple into the book drop with the message, "I Love You Library. Thank you For Help Us at the Library. Happy Thanksgiving. From Lauren and Damien." (*Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.*)

**South Novato (Amy Sonnie)**

Big news! We are happy to announce that Adrienne Graham has been promoted to full-time Librarian I at South Novato. Adrienne joined MCFL in 2014 and most recently served as Library Assistant II at SNO and NOV. Adrienne brings exceptional enthusiasm and experience to this new assignment, where she will serve patrons of all ages and contribute advancing equity and grade-level reading at both SNO and Marin City. Fun fact: Adrienne is a role model when it comes to learning new things that enhance her library work — like Spanish, sign language storytelling and simple circuitry. Please join us in congratulating Adrienne!

Speaking of fun, SNO hosted some pretty great events this month: Our makerspace continues daily after school classes and we welcomed more than 100 students during class visits. The Three Little Pigs themed visit invited students to build a house. But could it withstand the huff and puff of the big bad wolf hair dryer? You had to be there! On November 13, we hosted the First 5 Express, a bilingual health and literacy fair. In collaboration with First 5 Marin, the event provided free books, health information, games and parent resources. Adrienne and Aaron helped make the day a big success for 33 children and parents. And last but not least, we hosted a special storytime this month with Ranger Jasmine from the National Park Service. Ranger Jasmine is an excellent storyteller, much to the delight of 48 very happy children and adults at SNO. *(Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together. Goal 2: Support youth in our community with opportunities for self-discovery and expression. Goal 3: Be a positive environment for mobile and digital literacy.)*



Every day, SNO makes a difference and it all starts with a library card. This month, as Tamara was creating a card for one young boy, she noticed his birthday was a couple of days away. She said Happy Birthday, of course. It turns out, he was turning 5 and told his parents what he wanted for his birthday: His own library card. *(Goal 2: Support youth in our community with opportunities for self-discovery and expression.)*

SNO is also proud to be the first location to officially launch ¡Domina el Inglés! Materials for English Language Learners. The Spanish Services Working Group has been working hard on this special collection. We were happy to kick things off. In fact, we moved our entire Spanish collection to the center of the library to increase visibility and circulation. We are already seeing an uptick in browsing and enjoying more conversations with our Spanish-speaking patrons. *(Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together. Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*



## **E- Services & Technical Services (Jen Robinson).**

Technical Services and eServices are on track to complete all Performance Reviews by the end of the year.

eServices continued to promote Libby, the new app from OverDrive that is easier to use than the default OverDrive app. Jen wrote a blog post about Libby, and we put a feature on the front page of the website.



Jennifer attended both the California Library Association's Annual conference (CLA) and the 3<sup>rd</sup> Annual Library Marketing & Communications Conference (LMCC) in early November. Here's her conference report:

Mentoring in small and big ways can make a huge impact - I spent a lot of time doing formal mentoring at CLA this year: an afternoon doing mock interviews and resume reviews and throughout the conference I had a conference mentee; I still get emails and cards from folks I've done this work with last year and the year before. You never know when the right critique or feedback or listening ear is going to make a difference in someone's life or career. TAKEAWAY: Be present and ready, as much as you can, for your coworkers

Observations from the Exhibit Hall - A lot of my time at conferences is spent in the Exhibit Hall, complaining or complimenting with our current vendors, talking with potential ones, and seeing what's new or what's changed since the last time I saw a product. I was struck (again) by how little competition there is in the library market space. Most digital resources still take 3-6 steps to get to the content patrons want and that can't compete with the Internet. TAKEAWAY: We need to be good at ALL online spaces/tools, not just ones we pay for. More app advisory, website and news analysis, and in general more awareness of how our users are accessing the word digitally.

From the 3<sup>rd</sup> Annual Library Marketing & Communications Conference in Dallas (Nov 16th & 17th). This was a SUPER PACKED conference - 9 sessions spread out over 1 and a half days. Most of the sessions were really similar and I'm probably going to give the conference another few years to grow before going back because there wasn't as much variety in terms of topics. That said, I did learn a lot about creating a marketing plan. Most of the libraries there were either a) HUGE systems with large teams focused on marketing and public information or b) Universities or other academic libraries.

One cool thing they had there was a "swag share" where libraries brought tons of stuff they created for marketing and PR. There was a huge range of cost (university libraries that gave away flashlights, super fancy fold out maps and guides, cell phone cases, etc.), but it was heartening to see that we are not the worst nor the best, but somewhere in the middle in terms of what we offer. TAKEAWAY: We have room for improvement! If you're interested in the bits of swag I grabbed, come on by my office and check it out. There are some novel ideas, for sure.

The two best sessions of the nine I attended were:  
*What Your Data Is (And Isn't!) Telling You by Abby Annala*

*There was A LOT to absorb in this session and throughout I was placing books on hold like crazy as she mentioned them. Once we have slides available I'll share them. A great presenter with a lot of fantastic examples of libraries counting the wrong thing and making plans based on incorrect assumptions or data. TAKEAWAY: Very enlightening and makes me feel as if one of the top things we need to do is take a look at our statistics: what we keep, why, and how they guide us.*

*Speaking Finance: Creating a Value-Oriented Marketing Plan for Your Library by Miranda Doran-Myers*

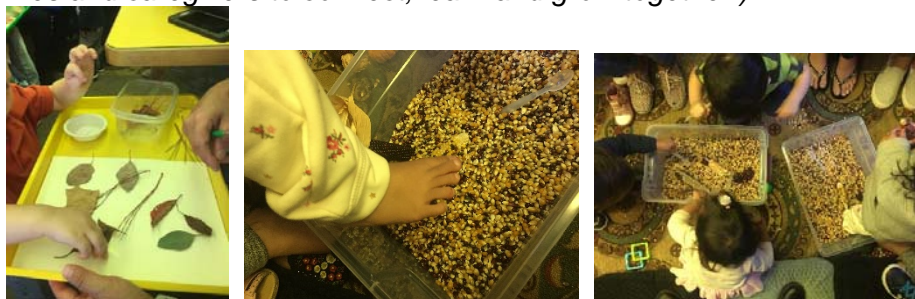
*The blurb describes this session perfectly: "A powerful story about a child discovering a love of reading and lifelong learning will likely endear many people in your community to the library. However, it may leave those who are more concerned with tax dollars and the financial bottom line unmoved." This session focused on ways to communicate the benefits your library offers to those who would suggest we buy everyone an iPad, shutter libraries, and call it a*

day. **TAKEAWAY:** *Don't bask in the light of your Library Lovers. Think instead about detractors, what would show them the value of the library to the community? To them?*

### **West Marin (Bonny White)**

After much thought and consultation, our proposal for a new FLAGship vehicle went out for bid in November. Great thanks to the Marin County Purchasing Department for their guidance and help!

Fall topics aboard FLAGship included nature studies about the changing color of leaves, pinecones, and corn – explored with hands and feet! . *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



FLAGship was honored to be part of the Veterans' Day Parade in Marin City during November. Driving through the streets and waving at smiling faces was heartwarming for our staff. It was a beautiful celebration with great colleagues and partners, as well as community members, delicious food, and very talented performers. . *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

On November 17, Bonny and Allie of the FLAGship, attended a luncheon with members of the Marin County Professional Women's Network where we received a generous donation towards the purchase of our new vehicle. A lovely member of the organization who is really interested in the Library's early literacy efforts made a personal donation as well. *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



Day of the Dead was celebrated on November 2 at the Bolinas Community Center. The Center looked beautiful with flowers spread all the way down a long aisle and photos and remembrances of lost family members and others on the altar. Bolinas Library participated in the celebration by offering paper crafts and treats to children of all ages. Bolinas offered a second crafts experience on November 16, called *Fall Crafts for Kids*. This event included leaf art and other fall themes with snacks included. *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



On November 2, Point Reyes Library offered a home composting class, presented in conjunction with Zero Waste Marin. Because of scheduling difficulties with the presenter, the class was postponed once. Then Jennifer Livingston, who was running the program was unexpectedly called out of town the week of November 2. The evening came together beautifully anyway and Jennifer and Bonny were amused to see that after all these years, we really know how to fill in for each other! The icing on the cake was when Jennifer arrived back just in time to attend this important program. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.)*



On November 4 at the Point Reyes Library, UC Marin Master Gardener Anne-Marie Walker gave a talk about herbs - which herbs grow best in which seasons, how to develop an herb garden and how to avoid the most common planting mistakes. She also shared recipes for using your fresh herbs. Anne-Marie Walker, a Master Gardener since 2005, served as UC MMG President in 2010. She co-chaired Farm Day for four years, introducing children to a new vegetable each year. She has written articles on edibles for *Row by Row* and the *Marin Independent Journal*. Twenty-four lucky participants all went home with little herb pots so they can try Anne-Marie's techniques at home. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.)*



On November 7, the Point Reyes Library, in conjunction with nursing personnel from Dominican University, offered a free flu shot clinic for participants of all ages. We heard from our friend and colleague Kathleen Roach who organized the event that similar flu shot clinics in West Marin weren't well attended so it was important to get the word out. On the day of the clinic, Point Reyes staff walked around the community, reminding everybody to come. The outcome was spectacular. Nurses were busy throughout the day and venue and the attendance that back next year. *(Goal 1 – Be the children, families and caregivers to connect, learn and adults through life development and*



*preferred place for connect, learn and adults through life development and* were busy throughout the day and venue and the attendance that back next year. *(Goal 1 – Be the children, families and caregivers to connect, learn and adults through life development and*

On November 9, Bonny, Sara and many members of the Marin County Team including our new Educational Initiatives Coordinators, Amy Sonnie and Diana Lopez attended the second annual Marin County Equity Conference at Marin Center. Bonny and Chantel Walker had an Equity-filled day, having attended a GARE training in Oakland in the morning. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning, particularly with regard to equity issues.)*



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At our November West Marin Staff meeting, we decided to continue our holiday tradition of giving to West Marin Community Services rather than giving small gifts to each other. This year, our donation was more than two hundred dollars. Holiday donations like this help with WMCS's annual toy drive for local children. We talked about this alternative to staff gift giving at the West Marin Collaborative last year and we're happy to hear that other organizations have followed our lead. *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

The current art show at the Point Reyes Library features botanicals by a collective of artists from Bolinas. On November 18, there was a very festive and well-attended (45 people) art opening, celebrating the work of these talented artists. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning, particularly with regard to equity issues.)*





The November show at the Charlotte Jones Room at the Stinson Beach Library was entitled, *Winter Light, Stinson Beach* featuring the work of Sarah Morrison. The works are so true to life that one is tempted to go outside and compare the real thing to the collages. (*Goal 4 – Support adults through life stages with opportunities for self-development and independent learning, particularly with regard to equity issues.*)



Members of the teen group that meets at the Stinson Beach Library every Monday afternoon have started making holiday ornaments. Kerry tells me that this will be an ongoing project throughout December. Looks like fun! (*Goal 2 - Support youth in our community with opportunities for self-discovery and expression.*)



On November, CLAM, (Community Land Trust of West Marin) held an affordable housing workshop at the Point Reyes Library. The event was conducted entirely in Spanish and attracted 40 participants.

On November 20, the Point Reyes Library welcomed Occupational Therapists from Dominican University as they offered a holiday party, complete with refreshments, games, a raffle, and holiday gifts for families of all ages. They were really surprised and gratified with the turnout of 20 people, telling us that when similar events were offered in the past, they usually had 4 or 5 attendees. (*Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.*) (*Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.*)



On November 28, Point Reyes Library presented a wildly successful program for people of all ages called Fairy Crafts. Since we didn't limit attendance by age, everybody came – almost 50 fairy makers! Annemarie Russo had done projects like this in the past, so she and Ana Maria Ramirez collected the materials and co-presented the program, in English and in Spanish. From the looks on the faces of participants, I think Annemarie delivered on her promise of an afternoon of “enchantment.”



### **Library Director Activities**

- Assisted with interviews to successfully fill two of our vacant positions.
- Attended the Marin Equity Summit, 11/9 and spoke to the convening about library equity initiatives
- Hosted a “thank you” lunch for the technical services group for their great participation in the Employee Voice Survey
- Attended my first meeting as a member of the Marin Promise Executive Committee Meeting.
- Conducted Read to Lead Book discussion in conjunction with Dominican University Leadership program. Matthew Hymel led the conversation about *Hillbilly Elegy* by JD Vance.
- Completed six performance appraisals and approved nine performance appraisal reports from managers who report to me. The library is on track to complete the goal of achieving 100% performance appraisals for all regular hire employees for the third year.

## **MARINet Board Meeting Minutes**

Oct. 19, 2017

Board Room – MARINet/MCFL Tech Services

1600 Los Gatos Dr., Suite 180, San Rafael

**9:00 a.m. – 12:00 p.m.**

**Attendees:** Linda Kenton (Chair, San Anselmo), Sarah Frye (College of Marin), Janice Akel (Larkspur), Damon Hill (MCFL), Anji Brenner (Mill Valley), Debbie Mazzolini (Bel-Tib), Henry Bankhead (San Rafael), Abbot Chambers (Sausalito), Jessica Trenary (MARINet), Dan McMahon (MARINet).

Meeting called to order at 9:02 a.m.

- I. Public Comment Period:** There were no public comments.
- II. Introduction of Guests:** There were no Guests.
- III. Approve September 21, 2017 Minutes:** Motion (Brenner/Frye); passed.
- IV. Old Business**
  - A. Cenic:** We have received the first bandwidth bill from Califa. Otherwise there's not much to report this month. Bandwidth test conducted at Sausalito. There's need for better testing for Wi-Fi. It was noted that the number of users and/or building materials, such as metal and concrete, may impact signal speed. It's likely that only smaller libraries will notice faster Wi-Fi.
  - B. Delivery – Discussion of current issues:** The new driver, Dave, will be replaced. Sprint Supervisor/Trainer, Bill, is running the deliveries for now; he will work on hiring and training a new driver. Bill is using a larger truck, which carries more and is tall enough to stand inside, however it's more difficult to maneuver in small parking lots. Bill went above and beyond to make deliveries despite the fires last week; he only missed Monday.

Discussed need for supplies: Flat dollies (\$50-60 by Orbis) and fifty new bins to replace those in bad condition. Circ WG will be tasked with researching whether to continue with current style bins, or update. The current bins fit the Orbis dollies, so that should be taken into consideration. Dan said that he would be able to cover supplies up to \$3-4K.
  - C. Insurance quotes (Cyber, Fraud):** Dan received a quote for \$1M in coverage, with an annual cost of \$3-4K and a \$5K or \$10K deductible. This would replace the current \$900K policy; it would provide coverage for fraud, errors, public liability, which the auditor recommended since we do not currently have fraud protection. The policy would not cover cyber issues. Dan will research what coverage we have through the County (specifically on cyber) to prevent duplicate coverage. This is a starting point; stay tuned.

**D. Budget and Reserve Fund Scenarios:** There will be \$161,074 in the Reserve Fund after ebook costs. This Fund is low due to the upfront costs of CENIC; Dan would prefer to have \$300-400K. MARINet is covered for natural disasters, however other potential catastrophic costs could include: Issues with MARINet servers (CENIC servers are covered, but if they fail MARINet is responsible for 100% of bandwidth), or a member library leaving. Dan estimates that we should plan on \$400-600 to replace all CENIC equipment in the next 6-7 years. The draft budget looks 4.5% higher. The Board agreed to look at a plan to increase the Reserve Fund by 10% over 3 years. Dan will run numbers and the Board will have until March to discuss/finalize Reserve Contributions.

**V. New Business:** No new business.

**VI. Other non-action items:** No non-action items.

**VII. Standing Items for the agenda**

**A. System Administrator's report**

Bibliocommons: Issues with upgrades. Outage messages are not very visible. Support has improved and is now available 24/7 with centers in Ireland and India. The goal is to reduce outages and have upgrades complete before 9:00 a.m. Jessica will meet with Bibliocommons reps at Internet Librarian to discuss upgrades.

Expiring cards/notices: Dan asked circ to send expiration notices daily instead of monthly; this can be automated to happen every day, resulting in a few notices daily, rather than a large batch each month. Discussed replacing print notices with auto-renewal or text messages. Currently, 93% of patrons use email, but 23,000 patrons do not have email accounts. Noted that those without email typically visit the library daily. Each notice costs \$1.00-1.50. The overall cost is per year is \$7k for postage, \$1.5-2k for paper, and 2-3 hours per week staff time. Current notices sent: Expiring cards, holds arrived, holds cancelled, bills. Decided to eliminate hold notice by mail in Sierra, first giving 6-months' notice. Will include print notices as discussion topic on future agenda, including strategies to get more patrons to switch to email (explaining that it helps reduce MARINet's costs, etc.).

Overdrive purchasing: Cost is significant. Currently buying best-sellers every 2-weeks. Circulation is going up (e-audio, holds, etc.), and Overdrive is improving patron-driven recommendations, based on patrons searching for titles we don't currently have. Jessica can adjust settings to help with spending/budgeting.

Working groups: Have been discussing the four questions in preparation for next month's Board meeting. Each group will have 5-10-minutes to present starting at 10:00 a.m. and they will be asked to stay for other groups' presentations.

**B. Correspondence:** No correspondence.

**C. Topics for future agenda:** CENIC; insurance; print notices; working groups.

## VIII. **Announcements:**

Sausalito: Interviewing this Friday for LA 2 position. Highway 101 fire near Sausalito fire was Scary, but no harm.

San Rafael: Coordinated with the County to do story time at the evacuation shelter last week, which; featured in the IJ. Sarah attended the foundation's annual meeting last week; Hayward Dir. of Library and Communication services spoke about working with Noll & Tam to open new, 3-story Library. SRPL is soon to issue library cards to all K-12 students. Upcoming \$25K grant through Buck Family Foundation will provide immigration paperwork pathway.

Bel-Tib: Foundation director retired; part-time replacement has been hired, although there are still significant planning and organizing responsibilities. No news on Girls Who Code lawsuit, however Bel-Tib won three awards through the Girls Who Code Program.

Mill Valley: Shane Curtin took job at San Jose public leaving 3 full-time vacancies. Mill Valley is part of a pilot project building a community virtual history in partnership with developer Ted Barnett. They are working on a Mill Valley Building History in 3D grant with teen interns.

MCFL: New Education Initiatives Coordinator Amy Sonnie started last Monday, working with maker-space and new media. Diana Lopez is serving as an Education Initiatives Coordinator with Marin City. Thomas Felton, Director of the Cleveland Public Library and 2016-2017 President of the Public Library Association (PLA) spoke the recent All-Staff Day. MCFL has many staff vacancies.

Larkspur: Significant time has been devoted to advocacy and planning for a new Library. The Friends of the Library Board has all new members who are supportive and engaged. New members on The Foundation are also supportive and engaged. The City agreed to provide funding to renovate the Children's Room. When that did not come through, the Friends Board stepped up to fund the project as well as a Children's presenter three mornings per week. They have received positive feedback on continued outreach with Tamalpais Retirement Center, including weekly book runs and Ted Talks screenings; will begin bi-weekly tech sessions.

COM: Submitted IR&D Grant Proposal for funds to visit other community college libraries to help with planning for new building. Last week was Midterms, and the College was closed on Friday due to poor air quality. Upcoming events open to the public: Censored 2018: Press Freedoms in a Post-Truth Society (Oct. 24), Nostos Literary Journal Readings (Nov. 7), and *Bob Marley and the Wailers: The Ultimate Illustrated History* Book Discussion (Nov. 17).

San Anselmo: Local candidate advocating for new Library has not spoken to Linda. Linda has been compiling statistics for State Report and Library Board.

Meeting adjourned at 10:57 a.m.

Minutes taken by Sarah Frye.