

MARIN COUNTY FREE LIBRARY COMMISSION

Proposed Agenda

WEDNESDAY, March 8, 2017

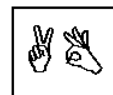
7:00 p.m.

MARIN CITY LIBRARY

164 Donahue Street (at Drake), Marin City, CA 94965

Directions: Highway 101 to the Marin City exit, from the north turn right onto Donahue Street; from the south take the off ramp circling around onto Bridge Blvd. To the stoplight, turning left onto Donahue Street, continue circling around on Donahue until you reach the stop sign on the corner of Donahue and Drake. Turn right on Drake and look for parking. The library is located on the corner of Donahue and Drake with doors facing Drake Street. NOTICE: In order to assure a quorum, please let Library Administration know if you are unable to attend the meeting (call: 415-473-3222).

	<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 – February	Kathrein	Action
	5. Open Time for Public Expression		
	6. Reading & Correspondence File	Kathrein	Information
	7. Chromebooks & WiFi hotspots	Magnus/Lopez/Douglas	Information
	8. New Business		Information
	a. Measure A Report – Budget	Jones/Yon	Information
	9. Old Business		
	a. OBOM	Jones	Information
	i. RSVP's for final event – Author meet		
	10. President's Report for February	Kathrein	Information
	11. Director's Report for February	Jones	Information
	a. Equity Initiatives		Information
	b. New York Times		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 December 15, 2016
12. Library Director's Report for February, 2017

Unnumbered Attachments:

Approved MARINet Board minutes of January 19, 2017 held at Piatti
Restaurant/Mill Valley

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

Personnel (Florence Pattison)

104 applications were received for the Library Assistant I positions at Fairfax (60 hours per pay period) and Corte Madera (75 hours per pay period). After a review of the responses to the questions on the supplemental application form, 36 applicants were considered highly qualified and have been invited to the first round of selection, a one-way video interview.

Interviews for the Children's Librarian (Librarian I) position at Fairfax took place on Thursday, February 23, 2017 in the Library Conference Room at MCFL Administration. Four candidates from the current eligible list expressed interest and scheduled appointments.

Other vacancies still under discussion are:

- Novato: One part time Librarian I, one part time Library Assistant I;
- South Novato: One part time Community Library Specialist;
- Administration: One full time Accounting Assistant;
- Technical Services: One Library Services Manager. (This continues to be backfilled by Scott Bauer).

Library Activities:

Below are reports submitted to keep you abreast of library activities directly related to our three primary goals from the MCFL strategic plan and the mission ***to create connections to explore, imagine and innovate:***

- 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
- 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 (*new goal*)

Outreach/ Bookmobile (Damon Hill)

The bookmobiles biggest success of February is our success in negotiating a parking space at The Redwoods so we are able to serve the vibrant reading community at the site. The residents persisted in advocating for the bookmobile to return and this month it all happened! The crowd scene on the truck and the atmosphere was like a festive family reunion. For staff it is a pleasure to serve these lifelong readers and support their individual needs, their book clubs and residents in the health care unit who cannot make it onto the truck. Nicole knows her customers so well that she is able to pick out materials that are just right for the person in question when they need to send in a friend to pick up for them. There was so much appreciation for Nicole and the return of the service that was gratifying. *(Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.)*



Terry Jones participation in the Mind in the Making training sessions is in full swing. The sessions will happen on eight Fridays over the months of February and March. Our participants have been thoughtful and enthusiastic learners. Some great discussions have come out of these sessions as well as suggestions for what we can do in our library work to further these goals. We look forward to completing this work together. *(Goal 1 Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

The bookmobiles ongoing work with the schools and child development continues. Here is a picture of the kids at Lincoln School before a story time on the truck.



The books are carefully chosen and the kids cannot wait to get into them. Before every story time Terry has to ask the kids to please close their books that they do, but I am secretly delighted that a lot of them have such a hard time putting their books down. Library success----the love of books! *(Goal 1 Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

Although there were struggles with technology for the Bookmobile presentation at the Library Commission meeting, it was still fun to see familiar commissioners and meet new ones. Here's a link to the video that you would have seen about one of the bookmobile projects, [Strawbees](#): We may have to throw out the Strawbee making challenge for one of the next meetings!

Terry had a great meeting with Pepe Gonzales, principal of Laurel Dell School. It was a brain storming session to see what resources their school has used to help parents and families support kids and their learning. It was a great discussion that also involved kindergarten teachers and their strategies to promote success. Pepe also made an introduction to this organization, which has been very well received in the San Rafael

Terry had a great meeting with Luz Alvarado from the Center for Domestic Peace. The center has been in around for over 40 years and offers bilingual services. They are a great resource for all of our community and especially our Spanish speakers in rural West Marin. Luz went above and beyond to provide services in person to one of our ranch families involved in a difficult immigration and legal situation. We look forward to deepening our understanding of services and how we can provide connections to our families. *(Goal 4 Support adults through life stages with opportunities for self-development and independent learning).*

Teen Summer Challenge: competed the logos (2), English and Spanish



Swag: got estimates for re-print of colored pencils boxes, coasters and air freshener. Comped up a coaster and air freshener. Colored pencils ordered and received.



Coaster: can only print on one side

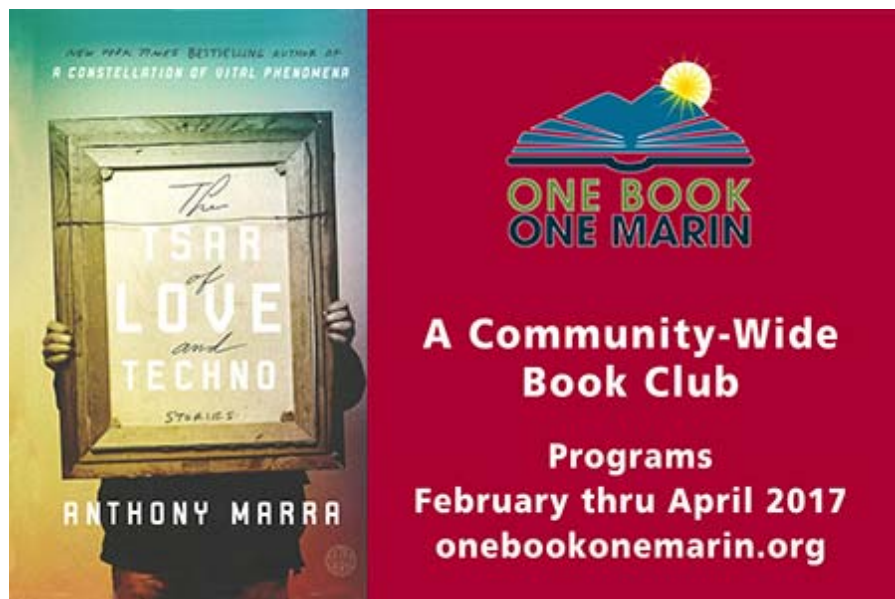


Air freshener: can print on both sides


WELCOME! Posters: Designed in English and Spanish. When approved they will be printed and laminated and distributed to all branches.



OBOM: designed and had produced bookmobile posters and two versions of digital signs (firesigns).



Veterans Book Club: 11 x 17 posters, 8.5 x 11 flyers and mini-flyers



**Talking Service:
Veterans Book Club**

A reading and discussion series featuring historical and contemporary readings from the book *Standing Down, From Warrior to Civilian*.

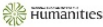

Discussion is designed to permit Veterans, their families and friends to reflect on their service as well as transition from active duty to civilian life.

Join us for the first series:
Thursdays at 7:30pm

March 16 • March 30 • April 20 • May 4

Meet at: Civic Center Library, 3501 Civic Center Drive,
4th Floor, Room 410B, San Rafael, 94903


Contact for RSVP and more information:
Norman Nayfach, normansn@hotmail.com, phone: 415.499.3173


Sponsored by:
Norman Nayfach Foundation

Requests for more information may be made by calling 415.499.3173 or writing to: The Civic Center Library, Room 410B, 3501 Civic Center Drive, San Rafael, CA 94903. For more information, please visit our website at: www.marinlibrary.org

Bi-Lingual Closed Signs for Presidents Day: Created and distributed electronically. We have streamlined the process and now just do one sign in both languages delivered as a pdf to each branch, rather than hard copies printed out and distributed.



**The Library Will Be Closed
Monday, February 20
PRESIDENT'S DAY**



**La Biblioteca estará cerrada
el lunes, 20 de febrero,
Día del Presidente**

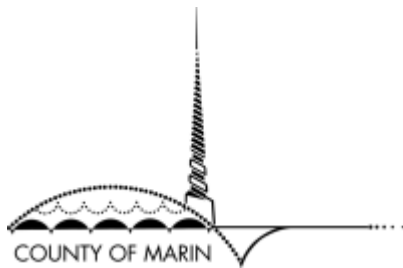
Visit us at: marinlibrary.org

[Sausalito](#) [Boulderville](#) [Civic Center](#) [Corte Madera](#) [Fairfax](#) [Inverness](#)
[Marin City](#) [Novato](#) [Peter Sapp's Station](#) [South Novato](#) [Stinson Beach](#)
[F.L.A.O. ship](#) [Library Beyond Walls](#) [West Marin Library Services](#)

Kids Summer Challenge: completed first draft of the reading log with 90 miniature book covers on it. This is the base art. Each cover has to be processed as an individual piece of art, and then is placed in the base file. Cover type is next up.



News Releases with County Information Team with Damon Hill



NEWS RELEASE

www.marincounty.org/news

For Immediate Release
February 08, 2017

For 11th Time, One Book One Marin Kicks Off

‘The Tsar of Love and Techno’ is selection this year

San Rafael, CA – Reading fans are diving headlong into *The Tsar of Love and Techno*, the 2017 honoree for the [One Book One Marin](http://www.marincounty.org/news) program co-sponsored by the [Marin County Free Library](http://www.marincounty.org/news).



Author Anthony Marra (seated) has many fans in Marin.

The latest bestseller from Bay Area author Anthony Marra is the choice for the 11th anniversary of One Book One Marin, which seeks to build a stronger, enriched community through dialogue and the exploration of literature and culture. *The Tsar of Love and Techno* introduces a cast of characters whose lives in the former Soviet Union intersect in ways both life affirming and heartbreaking.

“The Bay Area is home to a dynamic and vibrant literary community, and we are thrilled to add the talented Anthony Marra to our list of One Book One Marin authors,” said Marin County Free Library Director Sara Jones. “This is a captivating work that will get readers talking.”

Popular throughout the world, One Book programs take the idea of a local book discussion club and expand it to cover a whole city or county. The city, county and college libraries of Marin collaborate with community partners Book Passage and the Institute for Leadership Studies at Dominican University of California on One Book One Marin.

Three months of stimulating programming and special events are underway related to the book. All events are free and open to the public through mid-April. Most events take place at city and community libraries and are geared around the novel’s themes. The program concludes with an event Thursday, April 13, at Dominican University's Angelico Hall, featuring Marra and KQED host Michael Krasny in conversation.

The One Book One Marin program is funded by the Marin County Free Library, Book Passage, the Institute for Leadership Studies at Dominican University, participating city and college libraries throughout Marin and those libraries’ respective friends groups and foundations. There are also a large number of community sponsors.

Damon Hill worked with Terry Peck and Carol Acquaviva to have photos from MCFL All Staff Days framed and displayed in the Administrative Offices.

Veterans Resource Center

The Veterans Resource maintained regular volunteer staffing through February. Talking Service: Veterans Book Club has been planned and promoted for a Spring series. Norman Mayfach will lead a reading and discussion series featuring historical and contemporary readings from the book *Standing Down, From Warrior to Civilian*. Discussion is designed to permit Veterans, their families and friends to reflect on their service as well as transition from active duty to civilian life. *(Goal 4 Support adults through life stages with opportunities for self-development and independent learning)*

Career Online High School

Ten students completed the self-assessment for Career Online High School. Damon met with Kathy Takemoto who serves as coordinator for the Marin County Adult Education Block Grant Consortium. *(Goal 4 Support adults through life stages with opportunities for self-development and independent learning)*

Facilities

The preliminary HVAC report on the Novato Library was submitted by FEA. Damon, Mary Hobson from DPW, Janet Doerge and FEA representatives met to discuss the initial report recommendations and costs on February 10th. A final report will be submitted in March.

Salas O'Brien submitted 30% drawings and initial cost estimates for the electrical upgrades planned at CCE, CMA, FAI and NOV. The project is on schedule and if maintains schedule will initiate the bid process in May.

Civic Center (Eva Patterson)

Mind in the Making was on our minds this month. Denise, Linda, Natalie, and Trish began their sessions as staff trainers. Their self-assessments range from exciting, to daunting, to fulfilling. Kathleen continues in her roles as mentor, trainer, pinch-hitter, grant overseer, and all-around busy person. Carol, Caroline, Hillsman, Laurie, and Teressa began receiving training this month. They view the training as positive, fun and interesting, and look forward to applying the many lessons learned to the library/workplace. *(Goal 1 – Be the preferred place for children, families and caregivers (and staff) to connect, learn and grow together)*

During this busy month, Kathleen's presence in the CCE children's room was minimal, but she continued to provide Toddler and Mother Goose Storytimes to large numbers of participants. Extra special thanks go to Linda Aldrich for graciously and calmly filling in as a substitute for both storytimes when Kathleen was ill for a week and to all CCE teammates, especially at the SPOS desk, for covering children's services while Kathleen is engaged with MITM. Victor also continues to lead the Legos group, twice monthly. Returning and new Lego-builders fill up the small space in the children's library, working on their projects with great focus. *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together)*

Linda composed a list, Books to Read after 1984, for posting on the MCFL Library Blog page. She introduced library services to the new county employee tour group. Linda also organized and hosted

- Healthy Living for your Brain and Body [Alzheimer's] (13)
- Alzheimer's 101 (15)
- Master Gardener Container Gardening (29)
- My Life, My Choices: Planning for Future Health Care Decisions [Hospice] (8)

Elmer provided 16 Craig's List postings by phone to disabled patron from San Rafael. He ordered book club copies of books and eBooks to partner with, and support, the County of Marin Wellness Program in their establishing a Wellness Book Club. Elmer produced three versions of the book list, Heart Health: (1) PDF with linked titles for posting by County Wellness, (2) online list in Bibliocommons, (3) print copy for in-branch distribution

Displays for February were: Lunar Year of the Rooster, Dystopian Novels & Comics (Teen), and Happy Valentine's Day! (DVDs). The Brown Bag Book Club met to discuss Thirteen Moons by Charles Frazier. Tricia continues to lead the weekly adult coloring group with a small but devoted core group of followers. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning)*

Natalie began her regular series of afterschool program for teens with Valentine's Day Cookie Decorating (14 teens including four boys) and Cubee Craft (8 participants: 4 boys, 4 girls). She worked with teen volunteer, Judith, on projects such as choosing and testing the teen craft for March; she updated Teen Reading Lists binder with 2017 youth media award winners; and compiled a list of titles for booktalking at Miller Creek Middle School. *(Goal 2 – Support youth in our community with opportunities for self-discovery and expression)*



The server went down for 3+ days earlier in the month. We were able to check out using our "off-line" program, but checking in came to a screeching halt. Cartloads and cartloads of items occupied most of our check in room as our pre-shelving shelves were bare.



We worked hard to organize the materials, separating those that would go to other libraries from the items that would stay at Civic Center. We also checked the A/V for contents for faster check-in when the server was up and running. Thanks to the dedicated Circ staff, we were able to return to normal soon after the server came up. After the Presidents' Holiday, we noticed an uptick in patron activity. We had hold requests for 289 items waiting for us upon return from the holiday. The next day we received 204 hold requests. (*Mission – Create connections for our community to explore, imagine and innovate*)

Elmer attended:

- Making Libraries Safe and Sane: Dealing with Difficult Patrons (SRPL)
- Resilience in the Face of Stress, Change, and Conflict (SRPL)
- County of Marin Employees Wellness Program
- Bay Area Human Race Kick-Off (Center for Volunteer & Nonprofit Leadership)
- And is in the process of completing the Week Five assignments of the six-week ALA Basic American Sign Language for Library Staff online course

Natalie:

- Attended New Employee Orientation about county government and disaster service work
- Hosted the Marin County Youth Commission meeting, Feb 28 (15)

Eva:

- Attended training sessions as part of the 2nd Marin County Cohort of the Government Alliance on Race & Equity (GARE), a one-year training commitment
- Met with Building Emergency Response Team (BERT) in preparation for March 31 evacuation drill
- Worked on County of Marin African-American Employee Association (COMAEA) committee to produce the county's Black History Celebration
- Attended Marin City Library's screening of Oscar-nominated documentary **13th**, the title of which refers to the 13th Amendment to the Constitution, which reads, "Neither slavery nor involuntary servitude, except as a punishment for crime whereof the party shall have been duly convicted, shall exist within the United States."

Teresa:

- Attended the County Safety Committee Meeting, an on-going meeting of County personnel and MAPE representatives, to address safety issues County-wide
- Provided Extra Hire candidate with LA1 training

Anne T. Kent California Room (Laurie Thompson)

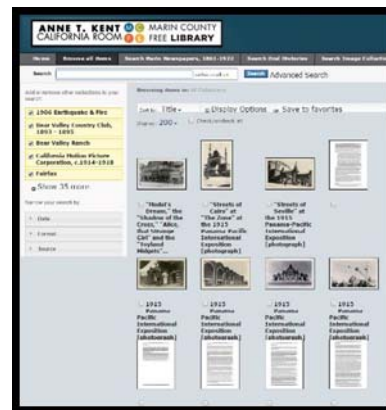


Our collaboration with Marin Academy history instructor John Hutchison continues. Students from his local history class have been coming in pairs this semester to research local history topics ranging from the Portuguese in Marin to Homelessness in San Rafael. We spend at least one hour with each pair of students and provide guidance on the best sources to use for their topic. (*Goal 2- Support youth in our community with opportunities for self-discovery & expression*).

Terra Linda High School student and California Room volunteer Adeline Ellison has been helping us to preserve and organize a very rare and fragile collection of notes and drawings pertaining to our unrecorded Marin County map and survey collection. Housed for decades in acidic wooden drawers and envelopes, Adeline is carefully transferring this important collection to archival folders and boxes under the supervision of Carol Acquaviva. (*Goal 2- Support youth in our community with opportunities for self-discovery & expression*).



Digital Archivist Carol Acquaviva migrated all 215,674 files from the California Room's Digital Archive to a portable hard-drive, which we sent to OCLC for ingestion in the hosted version of CONTENTdm. Carol is now reviewing and editing our files on OCLC's staging server and we expect to go "live" soon. The migration of our digital archive to the hosted version of CONTENTdm allows OCLC to manage our digital archive and preserve our digital assets in a remote location while giving us access to unlimited records, automatic upgrades to the latest version of CONTENTdm, and the tools to customize our user-interface in-house.



(*Goal 3- Be a positive environment for mobile and digital literacy*).



We received a grant of \$3000. from local philanthropist Jeff Craemer to purchase a flat screen and related fixtures for the Anne T. Kent

California Room Annex at Marin Commons. We are working with Jim Stephens at Technical Services to order and install this screen that will be used for local history presentations. We will also use it to feature slide shows showcasing our local history images and maps. *(Goal 1- Preferred place for children/families to connect, learn and grow together).*



Our new Annex and unrecorded Marin County map collection have received record visitors this month. Not only surveyors but local historians have been making use of our unique maps and field surveys to research everything from property boundaries to the original notes made by George Dodge when surveying the route for the Mt. Tamalpais and Muir Woods Railroad. Map Archivist Dewey Livingston and Surveyor William Schroeder have done an outstanding job of providing customer service to our many

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



To honor the life and career of former Marin County Supervisor Gary Giacomini (1939-2016) Digital Archivist Carol Acquaviva posted our oral history with Mr. Giacomini to the California Room Digital Archive. In his 2011 interview -conducted by oral historian Marilyn Geary and Librarian Laurie Thompson- Gary tells of his childhood growing up in Belvedere and his adventures with fellow Marin native Dave Freitas, including hunting and horse-back riding in the Terra Linda hills. Mr. Giacomini also tells of his illustrious career serving as a Marin County Supervisor for seven terms including his many successful efforts to save vast tracts of open space. *(Goal 3- Be a positive environment for mobile and digital literacy).*

Corte Madera and Marin City (Julie Magnus)

The library became the place to be when many of the local school districts closed twice in one week, due to the inclement weather. Families visited looking for rainy day activities, kids with working parents came for a cozy place to hang out, and many students took the opportunity to get ahead or caught up on school assignments. *(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.)*

The MARINet computer system troubles this month, though challenging, provided a number of positive outcomes. First, it was an excellent test of our staff's organizational skills and ability to work as a team. Once the system was back up, staff at Corte Madera checked in a record number of items (over 3100 on Monday, Feb.13!) and processed holds quickly and efficiently. It also gave us the opportunity to talk with many patrons about our catalog and help them download the app or sign in to Bibliocommons. (*Goal 3- Be a positive environment for mobile and digital literacy.*)

All areas of the children's room felt the effects of the Larkspur Corte Madera School District read-a-thons, which took place in February. Our emerging readers descended like locusts on the Easy Chapter section especially. Marilyn Wronsky, Children's Services Librarian II, and Sarah Butts, Youth Services Librarian I, were both invited to be honorary readers at the school-wide, parent-planned, first-ever, all-day, all-grade read-a-thon at Neil Cummins on Feb. 8, and each shared their favorite stories with several classes each. They were warmly thanked and given beautiful Readathon book bags. (*Goal 2 - Support youth in our community with opportunities for self-discovery and expression.*)

Three classes of Marin Country Day 1st graders came for visits. Marilyn Wronsky, Children's Services Librarian II, and Sarah Butts, Youth Services Librarian I, gave them a tour of the nonfiction area, and talked about how things in libraries are organized, with an overview of the Dewey decimal System. The kids practiced finding books on certain topics in a scavenger hunt-type game. Chaotic, but fun! (*Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.*)



It was fun watching 104 kids confer with their parents as they guessed the names of ten Book Characters displayed on a 4' X 4' board. Kids knew Tacky the Penguin, adults remembered Miss Viola Swamp and everyone identified The Cat in the Hat. Waldo was there if you could find him. The month-long contest



wrapped up with a drawing for stuffies of three well-loved characters, funded generously by the Friends of the Corte Madera Library. Several families have asked: “When’s the next contest?” (*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.*)

Sarah Butts, Youth Services Librarian I continued to host 3 offsite book clubs at the local elementary and middle schools, and the teen advisory group resumed after the winter break. All are increasing in size and enthusiasm. (*Goal 2- Support youth in our community with opportunities for self-discovery and expression.*)

There is no other word to describe it but “gleefully” -- a patron pointed to his smartphone, displaying his library barcode through the new BiblioCommons app, and smiled a huge smile at the InfoDesk, telling us he **loved** the new app and this convenient feature where you can scan your barcode. (*Goal 3: Be a positive environment for mobile and digital literacy.*)

This month, Ana Stanescu, Adult Services Librarian I, created a Black History Month display and matching game. Ana shared that she noticed at least one patron was actually standing in front of the slat wall with her phone out, looking up the names of the people on the sheet of paper. The patron said she had wanted to find out more about Opal Tometi and the other founders of Black Lives Matter. They chatted a bit about the game, which of the people she recognized, and what her guesses were about those she did not. The game and the photos obviously stimulated her curiosity and got her to explore something she might not usually think about or look into.



Ana created an informative blog post with the info for our library website, along with a supporting booklist on BiblioCommons. Another particularly satisfying interaction with the display was when a patron spent a long while browsing almost every single item that was up. She went back and forth between the display and the info desk, slowly stacking up a tower of materials she wanted to check out, taking down the hefty art books and propping them up on the desk so she could page through them. She eventually checked out four or five titles and thanked us profusely for having the display up. Because of the way she was using our space it felt very much like a shared, communal experience of the artwork and literary legacy. (*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.*)

Shereen Ash, Adult Services Librarian II, worked quickly to meet the publishing deadline for the Larkspur and Corte Madera Recreation Center Summer Brochure and arranged for three additional programs in our popular Monday Morning Senior Lecture Series, a partnership with the Corte Madera Recreation Department. These talks will continue through July 2017. The talk on February 27 is on sleep medicine, and is expected to be well attended. (*Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

The current art exhibit on display, *Arabic: Language of the Quran*, a group show by Islamic Art Exhibit, is part of a larger offering of events on Islamic culture at the Corte Madera Library running through April 6. It is a vibrant show. Each piece incorporates text from the Quran. Librarian 1, Ana Stanescu, arranged for the exhibit and the Arabic calligraphy workshop that will be offered next month. (*Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)



One of the best moments of the month for Adult Services Librarian II, Shereen Ash, occurred when helping a mother and child print out a favorite movie character on our public computers and receiving a hug around the knees from the little boy, and when showing a toddler the computer screen after she asked to climb on Shereen's lap. They looked at animal pictures and the toddler correctly demonstrated the sounds of a cow, dog and pig. (*Goal 1- Preferred place for children/families to connect, learn and grow together.*)

Kim Turoid, Library Assistant I, relates that an older patron came in to the library one morning and saw a book on display--"Life & Death in Shanghai" about a woman kept in solitary confinement for 7 years. She brought it to the desk and began to share her experience with a yearlong illness that kept her in her own "solitary confinement" and how it helped her get through. She was so excited to see it on display--considering it is "such an old book". This particular book had a huge impact on her. (*Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

At this month's meeting of the Corte Madera Beautification Committee, which takes place in the library, Branch Manager Julie Magnus was able to meet the new Town Manager of Corte Madera, Todd Cusimano, and hear a bit about his working style and his views about

developing a 5-year plan for Corte Madera. The library will be partnering with the Beautification Committee on developing displays on supporting habitat in the town. (*Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)

Finally, Corte Madera Staffers Sarah Butts, Youth Services Librarian I, Shane Ebert, Library Assistant II, and Julie Magnus, Branch Manager, commenced the Mind in the Making training sessions for library staff. As part of a team of trainers who volunteered to take the intensive training themselves, they will share the information in an eight week session for library staff, with the goal of creating a shared vocabulary of early learning and development concepts that we can apply in our services and programs to support the individuals' in our community growth and success. (*Goal 1- Preferred place for children/families to connect, learn and grow together.*)

Marin City Library

Slime Saturday was a success! We had 30 people, kids and adults, here making glue and starch slime, cornstarch slime and a general mess with glitter, shaving cream, and dish soap. The kids were eager to mix as many ingredients in as possible, making towering, glittering shaving cream pies and sloppy wet dish soap soups. Parents showed interest in having a regular science event, and congratulated us on our good work and enthusiasm. (*Goal 1- Preferred place for children/families to connect, learn and grow together. Goal 2- Support youth in our community with opportunities for self-discovery and expression.*)

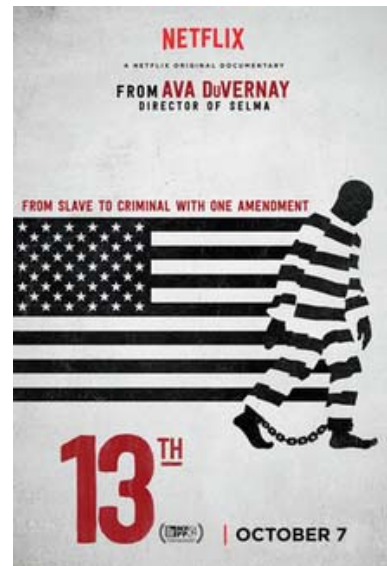
At our first civic education program session with Performing Stars, we had 20 kids, mostly K-3 and a couple of 4th/5th graders who helped with the little ones. We had anticipated 13 small kids and 7 bigger kids, so we didn't wind up doing some of the activities that Diana Lopez, Librarian I, had prepared, but the kids watched some videos about civic engagement, and Felecia Gaston of Performing Stars and Diana talked about what it meant. Becky Tuttle, Library Assistant II, had obtained maps of California and Sausalito/Marin City/Mill Valley from AAA, and Diana used those along with maps of the world and the U.S. to start off big and then narrow down to where we are locally. The kids are supposed to take a field trip to Muir Woods on Friday, so she also pointed out where Muir Woods is. Becky and Aneta Radonov, Library Assistant I, extra-hire, helped kids find books besides the ones that Diana had already pulled. Etienne Douglas, Community Library Specialist/WebStar Coordinator, and the WebStars helped with technical aspects.



Felecia had several volunteers who came and cut felt strips for making flags and stapled mini books about California together that Diana had printed. It was "all hands on deck," and everyone contributed. (*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.*)

Diana Lopez, Librarian I, and Etienne Douglas, Community Library Specialist/WebStar Coordinator, planned a screening and discussion of the documentary "13th" for Tuesday, February 21. The documentary, by director Ava DuVernay, explores the "intersection of race, justice and mass incarceration in the United States."

([Manohla Dargis, "Review: '13TH,' the Journey From Shackles to Prison Bars", New York Times, 29 September 2016](#)) This film was available for public screening through the generosity of Netflix, and is nominated for an Academy Award for Best Documentary Feature at the 89th Oscars. We had 15 people, including Sara Jones, Eva Patterson, and our Friends of the Marin City Library President, Wyna Barron. Etienne hosted the program and did an excellent job of facilitating a discussion. (*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. Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.*)



Felecia Gaston of Performing Stars posted a video montage that she created from the series of pictures that she took while we were doing our civic education program at the library. She tagged us AND today Cheryl Jennings from ABC News shared her video and mentioned Marin City Library and Performing Stars in her post!! (*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.*)

Mention

Cheryl Jennings shared a post
4 hrs · 🌐

This is fantastic! Congratulations to Performing Stars of Marin and Marin City Library - Home of the Marin WebStars for this #CivicEducation program!

Felecia Gaston Presents created a video on Magisto — with Nicole Vinson-Dorhan and 7 others.
23 hrs · Magisto · 🌐

Today was a very good day! Pstars launched their Civic Education Program in partnership with The Marin City Library under the direction of Diana Lopez, Head Lib...

[See More](#)

Pstars & Marin City Library Civic Education Program
Created using Magisto. Share your story using the free video editing app that transforms your photos and videos with the swipe of your finger. Available for Android and iOS.

MAGISTO

You and 3 others

Like Comment Share

Etienne Douglas, Community Library Specialist/WebStar Coordinator, hosted the local Virtual Reality meeting in the Marin City Library for local organizations involved in providing virtual reality services/education for the public. *(Goal 3 - Be a positive environment for mobile and digital literacy.)*

Eighteen people attended the Human Trafficking Awareness Program on Monday, February 13. In collaboration with the Marin County Coalition to End Human Trafficking and the Marin County District Attorney, MCFL will be hosting public talks to educate the community on human trafficking prevention. The audience was very engaged and really appreciated the program. Dr. Thornton, the former Bayside/MLK Principal attended. *(Goal 4 - Support adults through life stages with opportunities for self-development and independent learning.)*

Diana Lopez, Librarian I, put together a craft cart full of valentine making supplies, which were heavily utilized by a 7-year-old patron to make valentines for her mom, and each staff member at the desk that day! *(Goal 2- Support youth in our community with opportunities for self-discovery and expression.)*

A patron commented on the library system server being down last week. She said, "It was worse than not having a cell phone!" *(Goal 3 - Be a positive environment for mobile and digital literacy.)*

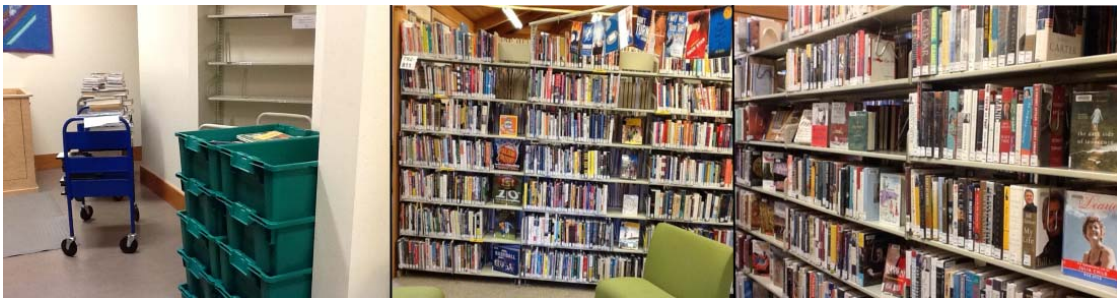
A patron had turned in a book that had not been checked in. I found it on the shelf and apologized to her. She said, "No, no. You guys are so important as a resource in these times, and as a place where we can all come together. You're awesome." She checked out two bird guides for a nature course she teaches to children at GGNRA. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

Our regular (and Diana Lopez's, Librarian I, favorite) 80+ years young patron showed Diana a picture of herself and her husband when she was 35. She was gorgeous, and her husband was quite handsome. What a beautiful couple and what a wonderful love they shared for so many years. *(Goal 1 - Be the preferred place for children, families and caregivers to connect, learn and grow together.)*

Finally, Marin City Staffers Diana Lopez, Librarian I, and Adriel Ahern, Library Assistant I, commenced the Mind in the Making training sessions for library staff. As part of a team of trainers who volunteered to take the intensive training themselves, they will share the information in an eight week session for library staff, with the goal of creating a shared vocabulary of early learning and development concepts that we can apply in our services and programs to support the individuals' in our community growth and success. *(Goal 1- Preferred place for children/families to connect, learn and grow together.)*

Fairfax (Margaret Miles)

A system-wide server crash on Friday Feb. 10 created growing stacks of materials waiting to be checked in, and empty carts for shelvers. The silver lining was the completion of a huge shifting project (900's and biographies). Erin Williams, Library Asst. II, oversaw Marcia Stieger and Ezra Herdocia, Library Aides, as they created a more accessible and browsable Biographies section, plus better spacing for the 900's. In addition, Marcia shifted the 700's, which were depleted due to the recataloging of many music biographies. This created more space for front-facing books in the sports section, which faces onto the Teen area. Win-win! (*Goal 4: Support adults through life stages with opportunities for self-development and independent learning and Goal 2- Support youth with opportunities for self-discovery and expression*).



Our first One Book One Marin program was held Friday Feb. 10 to a sold-out room. James Tipton, Creative Writing teacher at College of Marin, helped the 27 attendees explore elements of the craft such as imagery, sound and rhythm, and the room was silent except for pens scratching paper as they dove into writing exercises. (*Goal 4: Support adults through life stages with opportunities for self-development and independent learning.*)

Iris Meinolf, extra-hire Librarian 1, held a Saturday afternoon Valentine's craft program on February 11, the first nice day after weeks of rain. It attracted 24 attendees who had a great time creating heart garlands. One mom stopped by the desk to say "that new Children's Librarian is terrific!" (*Goal 1- Preferred place for children/families to connect, learn and grow together*)

That same day, Martha Kassin, Teen Services Librarian, hosted a Jewelry Making program for teens. The 14 attendees designed original pieces with materials supplied by presenter Chelsea Robinson. Chelsea commented "the teens in Fairfax are always so creative, they come up with their own ideas." (*Goal 2- Support youth with opportunities for self-discovery and expression*).

Post-Valentine's day, Martha scheduled George Taylor, MFT, to present "A Path for Couples: Ten Practices for Love and Joy." This interactive program used sets of exercises that Taylor developed to improve basic communication skills. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*

After Margaret Miles, Branch Manager, helped a 4th grader find "good books to read, but not too long, maybe a mystery, but doesn't have to be, and it could be longer if it's REALLY GOOD," he asked if she'd ever read The Miraculous Adventures of Edward Tulane." She said no, she had not. He looked it up in the catalog to show her. Turns out she'd recommended a series to him by the same author. Sold! *(Goal 2- Support youth with opportunities for self-discovery and expression).*

Angela Wawryznek's (Librarian 1) display "Blind Date with a Book" (mentioned in last month's report) was immensely successful throughout the month. She ran out of books twice and had to wrap more. One patron confessed to being a repeat visitor and said "you should have this display all year round!" Angela's uses two faces recently featured in the media to introduce her newest display on Alternative History. Staff have already seen several patrons take photos of this display. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*



Other: A patron called February 13 shortly after the server was repaired. She said she'd called earlier that day in a very low mood and been told to call back later, but that whoever she talked to really lifted her spirits, "just by being the everyday super-nice people that you are!"

Novato and South Novato (Janet Doerge)

February is Children's Dental Health month & Novato Library partnered with the Children's Oral Health Program for the County of Marin (through H&HS) and the Marin Community Clinic for a Tiny Teeth! / ¡Dientes Pequeños! event on February 22. It was offered in English and Spanish and took place instead of our usual Wednesday Night Make & Create program that draws lots of families. Families learned how to keep their teeth healthy and then followed up with a "toothy" craft. Free dental screening and/or fluoride varnish were offered for children by the Marin County Children's Oral Health program. All children present received a free dental goodie bag to take home. *(Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.)*

The library card project is moving at a solid pace at Novato Library. Staff have been rapidly creating cards for all NUSD students and are now moving from the high schools and middle schools onto creating cards for elementary school students. Carla Avitabile is already in the process of distributing thousands of cards to the high schools and middle schools in Novato. *(Goal 2: Support youth in our community with opportunities for self-discovery and expression.)*

The participants of Novato Library's Tuesday morning Conversation Club in Spanish made a generous donation in honor of facilitator Maria Lee Goodrich. They requested that the donation be used to purchase materials for the Spanish collection that could be useful not only to their group but also to the greater community of Spanish speakers. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*

Adrienne Graham reports that a South Novato patron gave staff kudos for their Lego days. She brings her grandson in on our Lego days and she wanted to share with us how much he enjoys it. "He usually doesn't sit still for long but he loves coming in to do Lego's and is always asking me when the next Lego day is!" *(Goal 1: Be the preferred place for families and caregivers to connect, learn and grow together.)*

A comment card received at South Novato Library in February answered its questions "How are we doing?" with a resounding "GREAT! Thank you for being here." *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*

South Novato Library continues to offer their Senior Social Club before opening on Thursdays to as many as twelve local adults. Light refreshments are served and folks are taking advantage of the hour to color, chat and just generally enjoy the space on their own before the Library "officially" opens. Senior Social Club is for patrons 55+. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*

January was National Slavery and Human Trafficking Prevention Month. On February 1, in collaboration with the Marin County Coalition to End Human Trafficking and the Marin County District Attorney, Novato Library hosted a public talk to educate the community on

human trafficking prevention. Twelve people attended. *(Goal 4: Support adults through life stages with opportunities for self-development and independent learning.)*

For vacation week February 21-25, Librarian Carla Avitabile planned special programs for Teens. On Tuesday February 21, she offered Double Feature Movies for 6th-12th Graders: Hellboy at 4:00pm sharp, followed by a pizza break and School of Rock at 6:30.



Both movies were PG-13 and healthy and unhealthy snacks were provided. Over thirty kids came! On Friday February 24 a large group of older teens came to the Novato Library to fashion a Star Wars figure out of pipe cleaners. Materials and basic hands on instruction were provided—as were light snacks! *(Goal 2: Support youth in our community with opportunities for self-discovery and expression.)*

Amanda Tomlin, Adrienne Graham and Janet Doerge attended an all day workshop on “Making Libraries Safe and Sane--Dealing with Difficult People” presented by Edmond Otis at the San Rafael Library on February 1. Modern libraries serve a far broader mix of people and personalities than almost any other public service organization.

The majority of library patrons are by far are pleasant, cooperative, and appreciative of our services. A certain percentage, however, (generally 10%) range from difficult, to demanding, to angry, to irrational, to downright scary and can take up as much as 70% of staff time. These patrons require special attention, special skills, and special strategies if we are to interact with them effectively and make our libraries safe and sane places for us to work in and feel good about. This unique workshop provided training in the development of the actual verbal, emotional and physical interpersonal skills we need to turn conflict into cooperation, and successfully deal with the most challenging types of patrons. The workshop's focus was on real library dynamics. Its unique, hands on - what to do - training emphasis went to the heart of addressing a topic that concerns every library employee.

Amanda, Janet and Adrienne shared what they learned with their colleagues at the Branch Staff Meeting on February 15.

E- Services & Technical Services (Scott Bauer)

E-Services (Jen Robinson)

Both the Marin Poet Laureate Application and One Book One Marin were highlighted on the front page of the website this month. Work continues within the Website Working Group on getting an editorial schedule up and running in a consistent manner. We are looking for more posts like Neshama's Choices that can be regularly scheduled. Bloggers have been paired with editor "buddies" to proofread and ready content for publishing on the site. Anna and Jen continue to evaluate new Wordpress themes that can better support the style and types of content we have on the site (as well as fix issues with the most popular aspect of the site: the catalog search area). *(Goal 3 - Be a positive environment for mobile and digital literacy)*

Great news: the MARINet Board voted to get NYTimes.com access for all of MARINet! This is a big win in terms of offering accurate and reliable news to our patrons in a format with which they are familiar. The NYTimes.com will be available, unlimited, in libraries via

IP (on desktops and wireless connections) as well as off-site via 15,000 24-hour passes. MARINet hopes to get this up and running ASAP and we will do a lot of publicity around this. The commercial/website version of Consumer Reports was also approved and will be up starting FY 2017, so July 1st. *(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)*

The MARINet EBWG (eBook Working Group) met to discuss the timeline and plans for "sunsetting" 3M Cloud Library access in the Spring. Jen made plans for website, email, and app alerts, as well as other means of notifying patrons of the coming changes. Promotion of Overdrive will be key as we hope many 3M users migrated there because they found Overdrive hard to use (and they've made vast improvements in the last year). *(Goal 3 - Be a positive environment for mobile and digital literacy)*

A Savannah email was sent to families and patrons in the West Marin area to drum up some last minute interest in a sponsored presentation of *The Hare and The Tortoise*. They got a great crowd, even on a horribly stormy day. *(Create connections for our community to explore, imagine and innovate)*

Tech Support (Jim Stephens)

The CENIC project did advance some in February. The Data Center at Los Gatos has a functional 10 Gb circuit ready for use. The last couple of days of February are scheduled to be fairly busy as far as Comcast finalizing circuits for many libraries and releasing them to MARINet as ready to use. It still looks like most locations will have CENIC up and running in March.

The Tech Support Team has tested updating Public PCs using maintenance periods with the Faronics Cloud service and Faronics Software Updater. The results were promising and we are pursuing upgrading to the Premium Faronics Cloud service which will allow continued use of the Software Updater feature. The automated processes will allow weekly updated software for patrons. Currently, Tech Support staff can only update each of the Public PCs once every two months. This will definitely help minimize issues related to using older versions of software.

The Firesign digital signage systems in use at 5 MCFL locations unexpectedly stopped functioning on February, 22nd. The Firesign servers were taken offline. The Firesign servers had the content that was downloaded to each of the 5 MCFL Firesign players. Industry Weapon had purchased the content from Firesign but not the actual servers themselves. Industry Weapon staff expected the Firesign players to continue displaying the previously downloaded content even if the Firesign servers no longer existed. That did not happen. Tech Support staff worked with Industry Weapon staff and were able to get content to each of the 5 Firesign players by the end of February, 24th. Training sessions are currently being setup for MCFL staff to help them become proficient using the CommandCenterHD.

Acquisitions and Processing (Vanessa Walden)

MIND IN THE MAKING (MITM) TRAINING

Acquisitions staff all joined various system-wide MITM training groups, which started in February. This training affords everyone the opportunity to regularly interact with staff outside our unit and learn valuable skills to promote the four strategic goals of the Library.

COLLECTION MAINTENANCE

Technical Services staff adjusted the schedule of reports as feedback from Branch staff started to accumulate. Jessica Anisman, who manages the Distribution Center, continued to use collectionHQ to run reports and conferred with me to set appropriate data targets to determine exactly what items will appear on the “dead” and “grubby” reports. However, they system-wide MITM training was found to impact the Branch staff’s ability to learn this new tool. A decision was made for Technical Services to work with just a few branches with the goal of revising the workflows and schedule for general re-release in June.

FINANCIAL TASKS

Vanessa continues to work with Sharon Ho (Acquisitions) and Dan McMahon (MARINet) to troubleshoot the last issues and create a webpage interface for staff to use on a weekly basis. Once complete, the interface will reduce the workloads not only in Technical Services, but also in the Accounting unit and the Department of Finance. Additionally, it was found that staff were unable to access the fund reports online so Acquisitions will be compiling and emailing them until the Sierra can be upgraded to the next version.

DATA CLEANUP

Vanessa Walden worked on more data cleanup projects for Acquisitions staff to work on in the library catalog. While these projects can be tedious, and can involve checking and fixing records individually, they ensure that patrons and staff can access materials. These projects are also important for all the various data uploads we do in Acquisitions to monitor the materials usage trends and manage the collection.

West Marin (Bonny White)

The Point Reyes Library hosted a program on February 2 called *Civil Liberties in 2017*, a talk and slideshow by the current chair of the Marin County Chapter of the ACLU, Bob Harmon of Mill Valley. There was tremendous interest in this idea from the beginning and as more and more people told us they planned to attend, we quickly moved the program from our meeting room to the gym at West Marin School where more than 80 people came out to listen and ask questions. Bob is now scheduling this talk at other branches of the library, including Civic Center and Fairfax. (*Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.*)



Our new bilingual story time at the Point Reyes Library is really a hit, featuring songs, stories, and bilingual fun with CLS Annemarie Russo. On February 3, the meeting room was packed with children from the preschool and other children and families who heard just how good this new program is. (*Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.*)



On the first Saturday in February, the Northern California Association of Children's Librarians always holds their Performers Showcase at the Fremont Library. Bonny, Jessica Meinholf, Diana Lopez and her partner, Richard Balsley all attended this full day of entertainment where performers have the opportunity to demonstrate their skills, hoping to be booked for Bay Area summer reading programs.

The Marin Theatre Company visited Point Reyes on February 3 with their current production of *Hare and Tortoise*, generously funded by the Tomales Bay Library Association. More than 80 children and parents were on hand to enjoy this high-quality performance, held at the Dance Palace. (*Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.*)



In Stinson Beach, Valentine's Day crafts involving origami, chocolate, and hand-folded cards went on throughout the month. On February 6, Stinson Beach children had an origami extravaganza, making these fine Valentine's Day boxes. (*Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.*)



A Valentine's craft event for the public, scheduled for February 7, had to be cancelled, due to extreme weather conditions, so our ever-resourceful staff turned it into a "pop up" program. They left supplies and instructions on a back table and offered help whenever people got stuck. Three groups of people and many individuals made these incredible cards. (*Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.*)

For the Point Reyes Library's discussion of this year's One Book One Marin selection, the *Tsar of Love and Techno*, on February 13, the West Marin Men's Reading Club combined forces with the Point Reyes book club for a sumptuous potluck. One delicious treat was Jennifer Livingston's homemade borscht! There was a huge crowd, including a couple from East Marin who was bowled over by the size of the crowd, the lively discussion, and the amount and variety of food shared by participants. (*Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.*)



On February 8, 22 children and parents braved a fearsome rainstorm to come to the Bolinas Library for Valentines crafts with Vanessa Waring. Everybody enjoyed healthy snacks and then made friendship bracelets and valentines. (*Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.*)



On February 14, local teens from the Stinson Beach youth group tried their hand at making origami boxes, microwave fudge, and hand-rolled chocolates. In addition to giving their creations to friends and family, they also gave a box of candy to their bus driver. (*Goal 2 – Support youth in our community with opportunities for self-discovery and expression.*)



The February show at the Stinson Beach Library by Armida and Steve Newstedt includes textiles, oil paintings and clay sculpture. The reception on February 4:00 attracted a large crowd of their local admirers.

Inverness Library patrons got a very special Valentine's Day gift on February 16 when actors, Camilla Ford and Jon Cozzi performed the two-person play, *Love Letters* for a very enthusiastic audience of 30 people. Inverness patrons are still talking about just how

powerful this live theater production was for them, with several people reporting that they were moved to tears by this fine performance. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.)*



Bonny, Annemarie, and ESL teacher, Tim Farey of West Marin Literacy Services hosted a very successful ESL tutor training on February 15. After we serving a little lunch, Bonny, Annemarie, and past and present tutors and students shared their experiences with providing this invaluable service. Then ESL teacher, Tim Farey led the training. By the end of the day, everybody said they were interested in helping their community members to enhance English language skills and we think we may have doubled the number of tutors available to assist our adult ESL students. *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.)*



A standing room only crowd gathered at the Bolinas Library on February 21 for a much-anticipated event. Bolinas Library's Camilla Ford was presenting the most recent iteration of a program she introduced several years ago called *True Stories*; a series of scripted, true, authentic stories written and read by community members. This year's offerings were on the theme of "Tales of Peril" and included a riotous story about riding a freight train up over Donner Summit, surviving a hurricane in Mexico, and a hair-raising encounter with a masked assailant. Camilla's program always reminds us of the amazing power of story in

all of our lives! *(Goal 4 – Support adults through life stages with opportunities for self-development and independent learning.)*



On February 24, Bonny and Sara Jones made a quick trip down to the Lompoc Public Library to visit their new bookmobile. Their new step van is very similar to the vehicle being considered as a replacement for our FLAGship. The trip and the information generously supplied by their Director, Sarah Bleyl, was truly invaluable. We even got a ride in the bookmobile and a tour of the library. *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



Our FLAGship crew presented a program about their services to the Library Commission on February 8. They are also reporting on a successful outreach event to Marin Primary & Middle School that took place on January 27. Marin Primary's teacher, Ellen Abrams, held a book-drive for FLAGship in January, donating over 400 books for FLAGship's gift book program. Supporting the FLAGship has been their annual community service project for several years and we are very grateful! *(Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.)*



In the midst of all of this February activity, West Marin staff was also keenly focused on Mind in the Making training. Jennifer Livingston and Ann Bertucci are both MITM trainers, while everyone else is busily scheduling their own training sessions. Pictured below is the brilliant MITM training team of Jennifer Livingston, Liz Paris, and Clara McFadden. (*Goal 1 – Be the preferred place for children, families and caregivers to connect, learn and grow together.*)



Library Director Activities

- Continued conversations for funding the new FLAGship vehicle. Visited the vehicle in Lompoc, CA that will be model for planned vehicle replacement.
- Attended all the first meetings of the Mind in the Making Training cohorts.
- Attended Marin City Friends meeting 2/15/17
- Multiple Meetings of Marin Promise, work on countywide efforts to address all students reading proficiently at 3rd grade
- Released the following memo on 2/17/17 to staff regarding budget issues and a county-wide hiring review for all positions. Attended a variety of meetings discussing the issue.

To: All Marin County Library Staff

From: Sara Jones, Director

MCFL has been very lucky to have stable funding due to the passage of the first five year Measure A (2010-2015) and the second nine year Measure A (2015-2024) parcel tax. These measures provide approximately 2.5 million dollars per year and represents about 15% of our total budget. The 2.5 million supports approximately 10 positions, all of our capital expenditures addressing deferred maintenance of our building, additional support for materials, technology, leases and miscellaneous expenses.

When approved in 2014 the second Measure A stabilized the budget and allowed for the expansion of staff. From FY 2011-12 to FY 2016-17 we gained 11.72 FTE (Full Time Equivalent) positions to our payroll. These positions added hour expansions at Marin City, Fairfax, West Marin and it allowed the system to reduce reliance on extra hire usage.

Revenue was strong over the past few years; property tax went from 7% (15/16) to 6% (16/17) However, this main revenue resource, property tax, is projected to decline to 3.5% through FY 2020-21. While our revenue projections are trending lower, our expenses are rising. All costs have some increases but salaries and benefits are averaging 4.6% increase in FY 2017-2018. Understanding a situation with rising expenditures and lowering revenue projections, we have been proactively addressing actions needed to balance the MCFL budget.

The Leadership Team has been assessing the entire budget and making recommendations for budget reductions with the least impact on direct services to the public, honoring the service commitments to Measure A passage and the continued forward movement of our strategic plan. The Leadership Team is made up of the following individuals: Sara Jones, Scott Bauer, Florence Pattison, Margaret Miles, Andrew Yon, Janet Doerge, Julie Magnus, Eva Patterson, Jennifer Robinson, Bonny White and MAPE representation from Shereen Ash (June 2015-November 2016) and currently Sharon Ho (February 2017-ongoing).

The anticipated reductions needed to make revenues and expenses align is estimated to be at least 5% for MCFL which is approximately \$800,000 per year. The Leadership Team has made a \$100,000 cut to our materials budget. Other service and supplies categories are being evaluated, however, the main focus is to ensure that employees' jobs are secure and that we use attrition to address the imbalance. In light of those parameters, the Library Services Manager (Technical Services) position remains vacant since May of 2016. The embedded HR position will be returned to the HR department next fiscal year. The approved Technical Systems Specialist I has been eliminated. These are substantial reductions in administrative service staffing levels. All of these vacancies assist with making the needed corrections but are not sufficient to correct our imbalance. In each of these decisions, the positions were evaluated and management determined that we could realign work to accommodate the vacancies. Our internal hiring review process, which has been used to make decisions about replacing all vacant positions, has been in place for over a year.

Our financial situation is directly related to the County's financial situation and on January 31, 2017, the Board of Supervisors approved a hiring review process to be used by all County departments for all County vacancies. The formal hiring review process is designed so that all hiring decisions:

- Ensures that hiring managers and department leadership have adequately analyzed the position, the funding source and the long-term strategy before beginning the recruitment.
- Encourages strategic reorganizations
- Preserves our commitment to good customer service
- Aligns with department's strategic initiatives and the five year business plan

This hiring review process includes our current recruitment for the vacant Librarian position at Fairfax. All further vacancies are required to go through this process. Please let me know any questions you have and Scott and I will schedule to attend upcoming staff meetings to discuss questions and concerns. If any individual or group would like to meet before those meetings, please let us know.

MARINet Board Meeting Minutes
January 19, 2017
Piatti Mill Valley Restaurant
625 Redwood Highway, Mill Valley, CA
8:30 a.m. – 2:00 p.m.

Attendees: Anji Brenner (Chair, Mill Valley), Linda Kenton (Vice Chair, San Anselmo), Janice Ackel (Larkspur), Henry Bankhead (San Rafael), Abbot Chambers (Sausalito), Scott Bauer (MCFL), Deborah Mazzolini (Bel-Tib), Gary Gorka (Dominican University), Sarah Frye (College of Marin); Dan McMahon (MARINet)

Anji Brenner called the meeting to order at 9:01 a.m.

I. Public Comment Period

There was no public comment.

II. Introduction of guests

No guests attended.

III. Approval of minutes from November 17, 2016

- a. Motion to approve by Linda Kenton- seconded by Sarah Frye, unanimously approved.

IV. Old Business

- a. **Cenic:** Dan McMahon, delay due to logistics – approximately 1 month delay from previous, Dan getting prepared for CENIC – will have new IP's for each library to add to their database authentication– can be added right away for seamless service. Reminder that funds will be pulled from sinking fund for initial costs, update to follow. Ongoing state will be subsidizing bandwidth: basic cost \$8500 per building. Total cost est. 150,000 w subsidy. "Midas is in the rearview mirror" quips Dan. The main 10 GB circuit is coming up on Jan 30, and everything should fall into place quickly after that, probably in terms of weeks. We've only paid one small bill so far (\$2k) but big bills are coming, as the connection charges will start soon, along with paying the big annual charges and original equipment costs. Everyone should be migrating during February, though I'm watching San Anselmo as the only site that is still waiting for their fiber installation. (Permits are required.)
- b. April meeting date (4/20) and LinkPlus Director's meeting: Meeting is on April 20th – physical or virtual, somewhere in the South Bay. Date for April directors meeting will be changed to 4/27/2017.
- c. SMART Train report: SMART has private vendor for Wi-Fi. Initiative to do partnership with eBook vendor still unresolved.

V. New Business:

- a. Cost Sharing Formula FY 2017-18 resolutions: Cost Sharing formula (handout) shared out with all directors. Dan proposes that directors take time to look at the numbers in case they have issues. Dan pointed out very minimal changes from last year. Motion to approve made by Scott Bauer – Seconded by Abbott Chambers, passed unanimously.
- b. Proposed FY 17-18 budget (handout) – Dan McMahon provided overview of budget changes, CENIC being the big addition. Other changes: DRWG has been busy - Proposed getting rid of Novelist in favor of EBSCO product, getting NYT similar to OPL, Consumer Reports DB with fancy front end, Questions raised about IUG

MARINet Board Meeting Minutes
January 19, 2017
Piatti Mill Valley Restaurant
625 Redwood Highway, Mill Valley, CA
8:30 a.m. – 2:00 p.m.

conference attendance by MARINet employees. Dan brings up possibility of paper notices sun-setting – Dan sending out electronic version. This will be discussed at the next meeting. Delivery costs for budget still being finalized.

- c. Other non-action items: None

VI. Standing items:

- a. Sys admin report: Are we ok w the Spanish Language version of the Bibliocommons app. All say yes! Linda Kenton: online library cards problems smoothed out? Dan says going very well. There has been lots of merging and meshing w attendant circulation decisions. Online donations are now working. Abbott: new Bibliocommons app has barcode feature, what scanner will read it? Dan will look into and get back to the group. Discussion of Bibliocommons app ensued.
- b. Correspondence: None:
- c. Topics for future agenda
 - i. Same day notice
 - ii. Approval of Budget
 - iii. CENIC
 - iv. SMART train
 - v. DRWG – report
 - vi. EBWG – report
 - vii. Sausalito anchor outs (Abbot) – losing access with mailbox – Abbot work around

Announcements:

SA – Linda, key employee going on FMLA leave. Rollercoaster with the storms and things, some water in library etc. There have been many power outages, closures etc. due to recent storm.

MCFL- Scott Bauer- pass

SAUS – Abbott, new website w Vision Internet.

BEL-TIB-Debbie – Library 20th birthday party April, popup speakers, casino night w Jazz band, kids programs, hired Joey from COM started Tuesday 1/17/17. Recent staff illnesses discussed.

MARINet: Dan McMahon realized that he'd forgotten to pass around a corrected Board Resolution to pay for the Cisco Smart net monitoring. (The one from November was flawed, and he didn't get all the signatures anyway.)

SRPL: Henry: Effort eliminate daily fines for adult accounts did not bear fruit, 130th anniversary of SRPL coming up in June, SRPL has new city website – WP via ProudCity, library card drive with SRCS underway.

DU: Gary: flood in IT, moved out of the library. Acq person Lisa is retiring looking for a new one.

LARK: Janice: new director- survived three months, building issues, heating, power, electric issues. Patrons are having issues accessing the building; lots of Flu. The library is having difficulty attracting subs. They have one frozen ½ time position, reduced hours - tough times at Larkspur. At same time city is struggling with planning for a new building.

MARINet Board Meeting Minutes
January 19, 2017
Piatti Mill Valley Restaurant
625 Redwood Highway, Mill Valley, CA
8:30 a.m. – 2:00 p.m.

COM: Sarah – been on break, been busy, swapped Tech Svcs with Archives. The library will be in a new building in about 5 years. Classes start Monday with free textbook program from library – big savings for students. Targeting Biology, Chemistry and Math – should attract more students to library. The Hattie Lecture series featuring Michael Krasny is coming up. Last Dec. they hosted an awesome event with Anna Kendrick partnering w Book Passage.
MVY – Anji, New Website with CIVICA , celebrated 50th anniversary this year. There have been recent power outages at the library due to the weather; the library - “a place where people want to weather the storm”.

Minutes submitted by Henry Bankhead