MARIN COUNTY FREE LIBRARY COMMISSION

Proposed Agenda
Thursday, June 17, 2021
4:30 PM

Meeting will be held in person and remotely

THE CLUB RESTAURANT AT MCINNIS PARK GOLF CENTER
350 Smith Ranch Road, San Rafael, CA 94903

DIRECTIONS: One mile east of HWY 101 at the Lucas Valley Smith Ranch Rd. exit.
From the SOUTH or the NORTH: take HWY 101 to the Lucas Valley/Smith Ranch Rd. exit
east onto Smith Ranch Rd., travel 1 mile. Continue straight through the entrance gate.
NOTICE: In order to assure a quorum, please let Administration know if you are unable to
attend the meeting (415-473-3220).

NOTE: Meeting will start @ 4:30 PM

Please join the Library Commission meeting from your computer, smart phone or

Join Zoom Meeting
https://zoom.us/j/91089885014?pwd=NHY1emQzNmpEc1Fxb2NXRXdUVlJZdz09

Meeting ID: 910 8988 5014
Passcode: 121497
One tap mobile
+16699009128,91089885014#,,,,,*121497# US (San Jose)
+12532158782,91089885014#,,,,,*121497# US (Tacoma)

Dial by your location
+1 669 900 9128 US (San Jose)
+1 253 215 8782 US (Tacoma)
+1 346 248 7799 US (Houston)
+1 312 626 6799 US (Chicago)
+1 646 558 8656 US (New York)
+1 301 715 8592 US (Washington DC) Meeting ID: 910 8988 5014
Passcode: 121497
Find your local number: https://zoom.us/u/abJ4Q52QMj

Late agenda material can be inspected in Library Administration, between the hours of 8:00 AM
and 5:00 PM, Monday – Friday. Library Administration is located in Room 414, Marin County
Civic Center, 3501 Civic Center Drive, San Rafael.

For disability accommodations please phone 415/473-3220 (Voice), CA Relay 711, or e-mail
kguruwaya@marincounty.org at least five business days in advance of the event. The County will do its best to fulfill
requests received with less than five business days’ notice. Copies of documents are available in alternative formats,
upon request.

LIBRARY COMMISSION AGENDA FOR 6/17/21 MEETING
With a new day comes new strengths and new thoughts.
- Eleanor Roosevelt

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<th>ITEM</th>
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<td>4:30 1. Call to Order</td>
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<td>2. Roll Call</td>
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<td>4. Approval of Minutes – May</td>
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<td>5. Open Time for Public Expression</td>
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<td>7. Reports of Committee Chairs</td>
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<td>a. Election of Officers</td>
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<td>8. President’s Report for May</td>
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<td>9. Library Director’s Report for May</td>
<td>Calicchio</td>
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<td>10. Announcements</td>
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<td>5:00 11. Adjournment</td>
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Speaker: Dr. Lisa Santora, Marin Co. Deputy Public Health Officer

Numbered List of attachments:
4. Minutes for May 12, 2021
9. Library Director’s Report for May

Unnumbered Attachments:
MARINet Board minutes of April 15, 2021, held at MCFL Tech Services, 1600 Los Gamos Dr., Suite 180, San Rafael CA
Brown Act:
The legislative body of a local agency may use teleconferencing in connection with any meeting or proceeding authorized by law. Cal. Gov't Code §54953(b)(1). A "teleconference" is "a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both." Cal. Gov't Code § 54953(b)(4). A local agency may provide the public with additional teleconference locations. Cal. Gov't Code § 54953(b)(4).
The teleconferenced meeting must meet the following requirements:
(1) it must comply with all of the Act's requirements applicable to other meetings;
(2) all votes must be taken by roll call;
(3) agendas must be posted at all teleconference locations and the meeting must be conducted in a manner that protects the statutory and constitutional rights of the parties or public appearing before the body;
(4) each teleconference location must be identified in the notice and agenda and each location must be accessible to the public;
(5) during the teleconferenced meeting, at least a quorum of the members of the legislative body must participate from locations within the boundaries of the body's jurisdiction; and
(6) the agenda must provide the public with an opportunity to address the legislative body at each teleconference location. Cal. Gov't Co).

Meeting Locations
Bolinas Library
Civic Center Library
Corte Madera Library
Fairfax Library
Inverness Library
Marin City Library
Novato Library
Point Reyes Station Library
South Novato Library
Stinson Beach Library

14 Wharf Road, Bolinas, CA  94924
3501 Civic Center Drive, Ste. #427, San Rafael, CA  94903
707 Meadowsweet Drive, Corte Madera, CA  94925
2097 Sir Francis Drake Blvd., Fairfax, CA  94930
15 Park Avenue, Inverness, CA  94937
164 Donahue Street, Marin City, CA  94965
1720 Novato Blvd., Novato, CA  94947
11431 State Route One, Point Reyes Station, CA  94956
931 C Street, Novato, CA  94949
3521 Shoreline Highway, Stinson Beach, CA  94970

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LIBRARY COMMISSION AGENDA FOR 6/17/21 MEETING
MARIN COUNTY FREE LIBRARY
Virtual Meeting
--PROPOSED MINUTES--
Wednesday, May 12, 2021

(1) CALL TO ORDER
Meeting called to order at 4:02 PM

(2) ROLL CALL
Present
John MacLeod        Sue Ream        Ann Kaplan
Linda Ward          Barbara Schoen   Margaret Kathrein
Loretta Farley      Nick Javaran     Sally Hauser
Anya Schandler      Ali Iqbal

Absent with Notification
None

Also Present
Gabriella Calicchio, Interim Director of County Library Services
Chantel Walker, Assistant Director of County Library Services
Raemona Little Taylor, Deputy Director of County Library Services
Annemarie Russo, Community Library Specialist
Alejandro Cruz, Learning Bus Project Coordinator
Maribel Giron, Learning Bus Mobile Library Assistant
Kathy Guruwaya, Administrative Assistant II

(3) ADOPTION OF AGENDA M/S/C – Javaran/Hauser – Agenda approved as submitted.

(4) ADOPTION OF MINUTES M/S/C – Javaran/Schoen – Minutes approved as submitted.

(5) OPEN TIME FOR PUBLIC EXPRESSION – none

(6) READING & CORRESPONDENCE FILE – Materials were sent to the Library Commission prior to the meeting.
OLD BUSINESS – none

NEW BUSINESS
a. W. Marin Libraries and W. Marin Literacy with Raemona Little-Taylor and Annemarie Russo
West Marin Libraries
Point Reyes
Inverness
Bolinas
Stinson Beach

COVID-19 Support from West Marin Staff
March 2020-March 2021

- Emergency Popup Childcare Center Staffing
- Point Reyes Learning Hub Staffing
- Hotspots for Students
- 24/7 Wi-Fi Access in West Marin
- Census Outreach
- Vaccination Center Staffing and Mobile Outreach
- County Motel and Food Distributions
- COVID Test Results Team with HHS
- Rental Assistance Team
Virtual Programs

- Storytime with Vanessa (17 recorded sessions and 2,884 views)
- Japanese-inspired Storytime and Craft
- Inverness Coffee Klatch
- Baby Sign Language
- Classroom Visits & Tutorials
- Diaspora Dance
- Bilingual Creative Movement Class
- George Takei Film Screening

Curbside Services

- Started in June 2020
- Reader’s Advisory
- Book Bundles
- Library Cards
- Community Connections and Referrals
- Top 3 Titles in West Marin
Outreach and Engagement

- Partnered with the Learning Bus
- Weekly book distribution at West Marin Community Services Food Bank
- Distributed 771 Summer Learning Giveaway books *Funded by Friends of Marin County Free Library
- West Marin School Back to School Supply Giveaway *Funded by Supervisor Rodoni and Tomales Bay Library Association
- Papermill Creek Children's Corner Graduation
- Día de los Ninos Curbside Distribution
- Library Card Projects
- Virtual STEAM at Home programs
- Take and Play Activity Kits for Kids
- School Partners:
  - Nicasio Unified School
  - Tomales Elementary
  - Bodega Bay Elementary
  - West Marin/Inverness School
  - Bolinas-Stinson School
Education Equity in West Marin

- Launched the first Learning Hub in West Marin
- Partnered with the Learning Bus on Phase I: Little Learners Kits, which was funded by the West Marin Fund.
- Expanded Webstars to West Marin after securing funding from the CA State Library. Onboarding 4 teens.
- Reading Buddies Tutoring Program

West Marin Literacy Services

- ESL Classes (Zoom)
- Reading on the Ranches: Summer Outreach Program
- Reading Buddies: After-School Literacy Program
- Dia de Los Ninos Celebration on West Marin Ranches
- California Humanities Grant
- Citizenship Support
California Humanities Grant

"Many Voices, No Single Story"

Bilingual creative movement classes on ZOOM
Mexica Prophecy practica on ZOOM
Citizenship info night
What it means to be American Art Exhibit at the Point Reyes Library
Increased connection with the immigrant community
Stronger partnerships with community organizations
Greater sense of confidence in program design
Voices & Stories of the community being shared

"Each of our community members have important feelings to share and we all have a lot to learn from each other"

"Fue un hermoso prayer. No estamos solos, somos una comunidad que compartimos los mismos sentimientos"
Reading on the Ranches 2020

- 98 children served
- 500 books checked out
- 842 book giveaways
- 50 Maker Kits for Teens
- Partnered with the Learning Bus to expand support to 0-5 year olds.

Reading Buddies

2020-2021 School Year

- 50 Little Buddies
- 29 Dominican University Service Learning Students
- 10-week program in Fall 2020
- 12-week program in Spring 2021
- 4-week Winter Reads Session
- 333 individual sessions of Reading Buddies
- Over 9,990 minutes of Reading
- 325 books read
Reading Buddies 2021

Upcoming Programs:
AAPI Heritage Month
What's Next in 2021-2022?

- Hiring a new Branch Manager and 2 Community Library Specialists
- Expanding Citizenship and Immigration Services with MCF Grant
- Continue education equity partnerships with Nicasio Unified School and Shoreline Unified School Districts
- Outdoor Programming
- California State Grants
  - Little Learners Library Hubs in Point Reyes and Bolinas
  - ExploraStory Kits and Webstars Expansion to West Marin

So Long, Farewell, and Thanks for your Service!

Jennifer Livingston: 21 years of service at Point Reyes Library

Ana Maria Ramirez: 21 years of service at West Marin Literacy
Questions?

Thank You!
b. The Learning Bus with Alejandra Cruz and Maribel Giron

Alejandra Cruz
Program Coordinator
avcruz@marincounty.org

Maribel Giron
Program Assistant
mgiron@marincounty.org
The Learning Bus is a FREE drop-in mobile preschool program of the Marin County Free Library. Our bus delivers bilingual activities that support early childhood development through exploration, stories, songs, games, art, and lots of fun! Our program is designed for children 0 to 5 years old and provides a great opportunity for parents to engage with their children while preparing them for school.

Let’s get ready for school!

Only 48% of children in Marin meet the milestones when entering kindergarten

Marin Promise Partnership, Aug 2019
Welcome Learning Bus!
Now...

Due to the COVID-19 Virus outbreak, our program has temporarily suspended our mobile services and evolved into a remote service program which includes online virtual Zoom meetings, and materials curbside pick-up and delivery.

Little Learners Kits – Kits Pequeños Aprendices

**Little Learners Kits** are intentionally selected materials and play-based learning activities designed to nourish children’s language, cognitive, physical, and emotional development. Our bilingual English and Spanish kits contain a variety of materials, projects, toys, and books, along with a guide that will help parents understand and facilitate activities at home as their children’s primary teachers.
We bring the fun and learning!
1,000 + Little Learners Kits
Since June 2020

3,000 + Books
Since June 2020

Virtual preschool with The Learning Bus
What's Next?

• Outdoor Storytime
• Little Learners Kits
• Learning Spaces

Calls & Texts 415-497-1666
Email mcfllearningbus@marincounty.org

Thank you! ⭐️

LIBRARY COMMISSION

COUNTY OF MARIN
MARIN COUNTY
LIBRARY FOUNDATION
WEST MARIN FUND
our coastal community foundation

Friends of the Marin County Free Library
FIRST 5 MARIN CHILDREN AND FAMILIES COMMISSION
PARENT SERVICES PROJECT
After a brief question and answer period, President Ream thanked Raemona, Annemarie, Alejandra, and Maribel for their reports.

(9) PRESIDENT’S REPORT FOR MARCH – Sue reported on four Commissioner terms that are expiring. The Board of Supervisors will reach out and Barbara and Ann volunteered to be on the nominating committee.

(10) DIRECTOR’S REPORT FOR MARCH

Interim Director Calicchio reported on the following:

➤ Bonny White’s induction into the California Library Association’s Hall of Fame: it’s a big deal! This is an honor usually reserved for library directors.

➤ Thank you to the West Marin team, lots of great information covered.

➤ Director’s Recruitment Search: everyone’s now had a chance to see the brochure.

(11) ANNOUNCEMENTS

The next meeting will be in person on Thursday, June 17 at 4:00 PM. Sue will be presenting at the Friends of the Library Annual Dinner on June 19.

(12) ADJOURNMENT – M/S Kaplan/Schoen – Meeting adjourned at 5:42 PM.
Marin County Free Library Commission Report
Gabriella Calicchio, Interim Director of County Library Services
May 2021 Activities

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

Table of Contents
1. Library Activities and Equity Focus
   a. Children’s
   b. Teen Services
   c. Adult Services
   d. Collection Development and Management (Digital and Physical)
   e. Educational Equity
   f. Specialized COVID Responses
      i. Communications and Website Enhancements
      ii. Curbside Services and Reopening
2. Personnel
3. Library Director Activities
Library Activities and Our Equity Focus

Children’s Services
During the Shelter in Place

- The Children’s Services Team launched an outreach to schools for the 2021 Summer Challenge with 853 books distributed in Fairfax, West Marin, Marin City, and Novato!
- Now that outdoor programming is approved, Children’s Services Team discussed the logistics of offering outdoor storytimes. The Learning Bus will be visiting several branches in June to present outdoor storytimes and will offer giveaway craft kits.
- A working group will be conducting a systemwide diversity audit of the Classics glade of picture books. CST is requesting the Leadership Team to assess the Collection Development policy in terms of equity and anti-racism.
- CST held an equity discussion on gender expression and learned about numerous valuable online resources which will be incorporated into future discussions with educators and Bibliocommons lists.

Teen Services
During the Shelter in Place

- We finalized our Summer Challenge. Our start date is June 19, and we have no published end date. Our program offers teens multiple ways to participate: craft kits, magazine entries, Instagram posts, book reviews, joining our Teen Crew.
- We presented a Brown Bag Lunch Webinar: What’s Happening!! Teen Services Committee Tells All. Team members presented our Statement of Purpose: The Teen Services Committee (TSC) aims to foster connections, learning, expression, and leadership among teens through culturally responsive, equitable, innovative, and youth-driven services, programs, and technology. TSC supports youth to connect, create and collaborate while supporting library staff to understand models of youth participation and leadership development and connected learning for the 21st century. Our projects and programs are founded on that purpose. We gave staff an overview of teen-directed and presented regular programs as well as a virtual play – Cinderella Online. We informed staff about our teen magazine, Spire; online interviews with activists and personalities of interest to teens; collection diversity audit; West Marin teen interns; and our upcoming Summer Program. We even gave staff the opportunity to begin an imaginative craft.
- May is Mental Health Awareness Month. This year’s theme “You Are Not Alone”, draws attention to the millions of people in the U.S. who are affected by mental illness each year and underscores the importance of advocating for better health care and addressing the negative stigma often attached to individuals with mental health conditions. Librarians created a blog post on Stigma and Media Representation, many of which are inaccurate or misleading. Having contact with or knowing someone with mental illness can reduce that stigma. So can hearing accounts of mentally ill people's lives and seeing them speak out openly about their experiences. In that spirit, a variety of booklists from the library were pulled together that offer connection, insight, and a place where mental illness is explored with authenticity and kindness. A second blog post highlighted a range of mental health services that are free and confidential. Many are available in Spanish as well as English and other languages, including Crisis Counseling & Referral Services, Podcasts, and Websites.

- On May 27th Chinese Couplets: a Film Discussion occurred on Zoom with filmmaker Felicia Lowe and local community organizer Lauren Lisa Ng. Following a viewing of the trailers for Felicia's films Chinese Couplets and Carved in Silence, there was a Q&A session with Felicia and Lauren, that included a conversation about contemporary Asian American hate crimes and discrimination.

- On May 28th the Marin County Free Library talked with writer and nuclear nonproliferation expert, Lovely Umayam! They went into depth about her life, how she integrates arts, culture, and history to promote nuclear nonproliferation, and so much more! Lovely is the founder of the Bombshelltoe Policy and Arts Collective, a creative organization pushing for an active exploration of arts, culture, and history to promote nuclear nonproliferation, arms control, and disarmament.

- A Talk with a Librarian staff member took a call from a woman who needed help finding out how to donate money to the Library Foundation online for a friend's birthday. The friend requested that instead of presents, people donate to the foundation because she loves the library.

- The Library Beyond Walls program is transitioning to the Bookmobile mobile outreach team. On May 11th, the Bookmobile returned to Rotary Valley senior facility for the first time since March 2020 and they were greeted by residents lining up for books, including Betty Shepard, who is 102 years old and one of our loyal patrons!
• The team at Tec Services has been working hard to provide enhanced browsing collections as branches add to their Library Express hours and provide more opportunities for in-library services. As we head to the end of the fiscal year, we are planning on how to utilize our leased book programs to help meet demand.

• In addition, we have worked with branch staff to prepare for the summer challenge and other initiatives to provide gift books and supplies, including planning for First Book, Explora Story, Nicasio School, etc.

• Tech Connect Packs, featuring Chromebooks and WiFi Hotspots to loan, have been provided to branches, and we will continue to add to this collection to meet demand in concert with Tech Support.

• Digital collections like OverDrive magazines have been increasingly popular, and eBook demand remains strong. Ancestry.com remote use (from home) has been extended through the end of September 2021.

• Plans for RFID are in the works with MARINNet and we are moving forward with acquiring tags for the existing collection.

• On May 18th, West Marin Libraries and the Learning Bus partnered to provide a Japanese Storytime with Erika Hara to celebrate AAPI Heritage Month. 15 families participated in the program.

• We wrapped up our 3rd school year of Reading Buddies supporting 72 elementary school students and partnering with 36 Dominican University Service Learning tutors.

• On Thursday, May 13, Innosanto Nagara, children’s author, activist, and graphic designer, was the guest on Marin City Live! He read his book “Oh the Things We’re For,” a call to action social justice book for kids told with a rhyming flair. Copies of the book were distributed to kids at Bayside MLK.

• On Friday, May 21, the Marin City Library team began a series of after-school STEAM activities for kids at Bayside MLK. These will run weekly through June 25.

• Tuesday, May 25, the Marin City Library participated in the “Uncomfortable Conversations with Black Men and Law Enforcement” event that Felecia Gaston organized in honor of George Floyd and others who have been killed during interactions with law enforcement officers. The library distributed children’s educational civil rights, social justice, activism, and Black Lives Matter activity books purchased by the Friends of the Marin City Library. They also distributed a bibliography of related books that Elan Delgadillo, Library Assistant I prepared.
Isaiah Hurtado tabled at the Jasmine Market celebrating AAPI Heritage that was organized by Community Development Corporation and St. Andrew Presbyterian Church. He gave away AAPI books for all ages as well as bookmarks purchased by the Friends of the Marin City Library. He prepared a BiblioCommons list of materials to distribute, and one of the titles was used for a storytime program.

Specialized COVID Responses

Communication and Website Enhancements
It has been a busy month! The Library Marketing team prepared and sent out a special Savannah email newsletter with a Statement Against Racism on May 10, 2021. We are sending out our monthly email newsletter that will feature expanded library hours which are being phased in over the next few weeks. We are updating our website to keep everything up to date at the right time. This month, we have highlighted educational resources on the website in honor of Asian American & Pacific Islander heritage month, including blog posts, booklists, and events, as well as Foster Care Awareness Month and Mental Health Awareness month. We also shared information about the County Vaccination Program for 12-15-year-olds. Our team was also involved in preparing website and graphics/flyers for the summer challenge for kids and teens, as well as supporting our YouTube channel of recordings of storytimes and virtual programs for adults. We continue to work on website development for highlighting our Library Equity work, as well as other areas.

Curbside and Reopening
The Library Leadership Team and Circulation Supervisors Committee continue to plan and implement the next phase of reopening and expanded library hours. Starting June 1st, Corte Madera Library expanded curbside hours and Fairfax and Novato Libraries increased their Library Express days and hours. Starting July 6th, Civic Center Library will increase Library Express hours to Monday-Friday from 10 am-3 pm and South Novato Library will add three additional days of Library Express Service.

Personnel Update
Thank you to the MCFL interview panel members; hiring managers; admin staff; and the finance accounting human resources (FAHr) Team Members for helping us to recruit, promote and bring in new staff.

Please help us congratulate:
Sarah Butts on her promotion to a Librarian II at our Corte Madera Branch

During May, external recruitment opened for Senior Librarian Positions for MCFL’s branches in West Marin and South Novato. Recruitments for the Library Assistant II Position at the Novato Branch Library and three Community Library Specialists Positions for Spanish-Speaking Services in Northern Marin, Point Reyes Branch, and the group of West Marin Branches are now in their 2nd Round of interviews. We look forward to announcing the results of the recruitments soon.

The following full-time and part-time vacancies are under review:

- Administrative Services Tech
  Accounting
  1.0 FTE –

- Director of Library Services
  1.0 FTE – Admin

- Library Aide
  3.5 FTE – Civic Ctr;
  Corte Madera;
  Novato; South
  Novato;
  Fairfax

- Library Services Manager
  1.0 FTE – Fac &
  Projects

- Librarian I
  3.0 FTE –
  CMA; CCE

- Library Technical Assistant
  Services
  1.0 FTE – Tech

- Technical Support Services I/II
  1.0 FTE –
  Tech Support

Library Director Activities

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

MCFL’s Park Pass partnership with Marin County Parks, Marin Municipal Water District, and Mount Tamalpais State Park is now serving as a model for the State of California. Armando Quintero, Director of California State Parks, received approval from the Governor's office to expand the Library Parks Pass program with $3 million allocated to start implementation throughout the state. Huge thanks to Max Korten, Kevin Wright, and the Marin County Parks team for their partnership with the library and support in moving this equity initiative forward!
The library's mobile outreach teams, Bookmobile and Learning Bus, supported the County's Rental Assistance event on May 19th and 23rd. Community members checked out library materials and received free giveaway books for children and Little Learners early education kits.

Commission Members:
MCFL and the County of Marin
THANK YOU for your commitment to welcoming, equitable and inclusive library services.
MARINet Board Meeting – Minutes April 15, 2021

Present: Linda Kenton SAN, Henry Bankhead SRPL, Francisco Escobedo LRK, Chantel Walker MCFL, Abbot Chambers SAU, Anji Brenner MVY, Gary Gorka DUC, Jessica Trenary MNET, Dan McMahon MNET, Debbie Mazzolini BET, Raemona Little-Taylor MCFL, Sarah Frye COM, Susan Andrade-Wax SRPL

Guests: Bill Hale

Called to order at 9:02 a.m.

Public Comment: no comment

Minutes of March 18, 2021 meeting approved

Old Business

1. RFID update: The RFQ went out to 5 vendors on 3/31, a sixth has asked to be included as well. Proposals should come in next month, we haven’t set a timeline for working with these yet. We’re focusing on tags and pads, and programming the tags (with barcodes) as a first step, so looking at AMH is a second phase. The MCFL $500k to start the project is in our accounts, ready to use. (If not used by July 1, we’ll write a resolution to recapture it for the same accounts immediately and continue uninterrupted.) At some point the project will need more funds, and we are shepherding our reserves for this purpose.

The board would like to centralize our look at AMH/sorting equipment, in the interest of better prices and some hardware standardization. SRPL is interested in a sorter, as well as MCFL TEC, and NOV or FAI if they fit. Many libraries would like checkin book drops, it all depends on how much space they take up. Directors need more info on the possible products available, such as checkin shelves, vending machines, other 24 hr. options. We’ll ask Lori to do a presentation for the board on hardware on this topic, and we’ll have another RFQ at some point for hardware purchases, at least for TECs sorter. A question came up, what’s the accuracy of RFID tags/pads in the circ workflow? Is it equivalent to optical barcode systems?

We have local staff who’ve worked with RFID who could help here. (Katrina, Raemona and Jamie are suggested.) We should also seek out info on RFID hardware ideas at coming conferences, if and when they resume. There is a consensus here that we can add some very exciting technologies the public will love.

2. Collection Development Task Force: The CDTF will meet on Apr. 19th. It’s time to create the sub groups to work on the feasibility of specific projects.

3. Reopening plans: For every library, reopening is moving forward. Every library has different days, different plans and directions, and different timing it is acknowledged. The Reopening Working Group report from Anji highlighted, it’s hard to find language everyone can agree on. Mask and social distancing remain in policy, everyone agrees. Adrian Rodriguez of the Marin II is setting up an article on libraries reopening. The most accurate info on hours and plans will be on the library websites. Quarantining is done everywhere as of now. Dan needs to add links to the County statement. Linda as chair will send the statement to Adrian. Around the table:
a. LRK will be open Tuesday and Thursday starting May 6. They have a system for appointments. The library will be like a little bookstore, with only 2 chairs for ADA. You’ll have to read the newspaper outside on the porch.
b. SAU is starting with Thursdays, 10 to 2, replacing that day’s curbside. They’re figuring out which entrance to City Hall to use. There’s no access to the rest of the building, but there is bathroom access. There will be 3 public PCs for 20/30 min blocks. Patrons won’t need reservations for library entry, it’s a big space, but staff will address that if they have to.
c. COM is not going to reopen until Summer Session, not gonna open till sujmer session around June 15. Hours will be Mon. to Thurs., 10 am to 2 pm, with appointments for students 1 hour blocks. The priority will be for students, but community members can get access on a drop-in basis. Summer will inform how to go ahead in fall. The College is checking out hot spots and laptops, now fully in the library.
d. BET is moving into the newly built space, while the old library gets updated. The 2nd week of May they should be able to let some public in.
e. DUC has card swipes on front door, admitting only students, staff and faculty. This will continue through summer with no public access. Aug 16 the Library will fully open.
f. MVY will start the week of May 3, with Mon., Weds., and Fri. browsing and tech center use. Curbside service continues.
g. At SRPL, the Northgate Mall will open 3 days a week for four hours a day, Thu., Fri. and Sat. noon to 4 pm. The same times will see the PWD computer lab available. The second phase in May is for browsing at Downtown SRF and PWD for 45 minutes.
h. SAN will have a limited reopening, next Weds. Is the first day, one day a week from 10 am to 4 pm, a half hour time per users. They’ll put stickers on people with their exit time. Furniture cushions and puzzles are all moved. The public will enter through the elevator, and exit from the front door. The library is currently short 2 fulltime staff people, and they need volunteers as greeters.
i. MCFL has 6 branches opening next week. Fairfax will be open Weds., and West Marin and Novato will open, all with different hours. In West Marin, it’ll be all services in all open hour. Fairfax will have a day for browsing and PCs, with the whole collection available, only letting 20 people in at a time. (Allowing for families.) Novato will have only limited browsing in the front area (Marketplace) with best sellers DVDs etc. Also, there is browsing in the community room. Second wave of openings is the week of May 3, with CCE, SNO and MCI. CMA construction just means they wait longer to reopen. Initially every branch starts with a single day except West Marin.

j. The Board gives a shout out to Raemona, who got the county to permit vaccinations for library staff in Phase 2, and who also got the County Health Officer to OK end of quarantine!
k. Everyone is looking forward to a new normal, better than it was before. Guest Bill Hale says the public should see these meetings, how well everyone works to serve their communities.

4. Delivery RFP:
This is similar to the one done several years ago, though adding the County’s living wage language. The contract adds 3 bookdrops. One big issue for libraries is where the drop boxes
will be dropped, we were planning on it being the next stop on route. The RFP asks for quotes for both a 5 and a 6 day schedule. Jessica is ready to issue the RFP tomorrow. Replies will be due by May 31. The RFID Group meets first week of June, then makes recommendation to board on 6/17 for the final say. Vendors will be notified on 6/18.

Staff looked at the costs if we did the delivery ourselves. It would work best if the County also did internal delivery, hence 2 drivers for coverage when one is out. We don’t know Workman’s Comp costs now, those were the reason MCFL dropped in-house delivery in 1998. Would we need 2 vans or 1 van? 2 drivers though, for 2 routes. Is there any synergy with other county ops? Not really, Marin County doesn’t have a job description even for “driver” or “delivery.” (Bookmobile Mobile Assistant is the closest library position.) Right now this seems it would cost more than outsourcing. What we need after the current contract period may shift in coming years. If we think in coming years that we need to consider this as an option, we can start the run up with HR and class and comp for delivery drivers.

It was raised that as important as cost issues are, the quality of the delivery very much matters as it’s a big part of the high level of service that libraries currently provide; patrons are used to fast motion of books, and we can’t endanger that. What level of granularity is there for services? We don’t want to see prices balloon. Larkspur is hoping for a fifth day of delivery as we go to 6 days overall.

5. **Bookdrop update:** San Rafael’s DPW is ready to install the bookdrop on Lucas Valley Rd., and Sprint is ready to start picking it up. For the Tam Junction bookdrop, Dan is trying to find out who owns it, to ask for permission. Suggestions are that he contact County Public Works, or the County’s Real estate specialist. Dan will bring a resolution to next meeting for purchasing the Tam valley box, up to $9000.

New business:

1. **WiFi and community projects:** Can we share bandwidth with Midas for community projects? The FCC will make a ruling on this in May, possibly allowing us to do so. Two existing projects, the Canal and Marin City, could use our help. Other locations are considering WiFi installations, such as Novato and Mill Valley. They could use Cenic bandwidth to start these projects. Nobody has met yet with Digital Marin. Any assistance we can give to MIDAS is good, they are staffed to build and install networks, but can’t get the bandwidth quantity and quality that we do. This would immediately save IST from having to add a new line to the Boro Community Center. Filtering should not be part of our bandwidth, group agrees.

2. **No non-action items.**

Standing items:

A. **Equity Discussion:** The group discussed their reactions to the videos and questionnaire sent by Sarah Frye. The general sense is frustration that nothing seems to have changed in 30 years. The Mill Valley History Librarian is working on a history of racial task forces in Marin. There have been many, and they always disband or run into obstacles, the same thing is happening now. Bel Tib is looking at programming on the topic, bringing in speakers. The level of controversy around even having the discussion is startling. What can libraries do? Make sure we offer good
information/history, be clear that our spaces are clear as to what values are held. The interest as shown in the holds lists is ebbing away, we need to keep these discussions out front.

Next month’s topic: Dominican


Topics for future agenda:

1. RFID and Reopening. Bookdrops and CDTF report can go into System Administrator’s report.

Announcements: Skipped since we’ve gone around the table already on reopening. Meeting adjourned at 11:35 a.m.

Written by Daniel McMahon 4/15/21