MARIN COUNTY FREE LIBRARY COMMISSION
Proposed Agenda
Wednesday, September 14, 2022
4:00 p.m.

Marin County Human Resources Conference Room #401
3501 Civic Center Drive, Suite #401, San Rafael, CA 94903

DIRECTIONS: Directions: Travel Highway 101, taking the San Pedro exit north
of San Rafael, proceed east to the traffic light, turn left at the light. Turn left to
main Civic Center Administration Building. Ample parking available close to the
building, with no evening time limitations. Take elevator to the fourth floor,
Cross over to left side and continue to last Room 401 at end of hallway.

Meeting will be held in person but members of the public may still access meeting
through Zoom link provided below.

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

Join Zoom Meeting
https://us06web.zoom.us/j/81462161451?pwd=emNrSXlOaVIHakZla3BqSlhnOFZFQ
T09

Meeting ID: 814 6216 1451
Passcode: 258123
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of documents used in this meeting are available in accessible formats upon written request.
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Meeting ID: 814 6216 1451
Passcode: 258123
Find your local number: https://us06web.zoom.us/u/kvP5LLfqs

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<td>1.</td>
<td>Call to Order</td>
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“There are worse crimes than burning books. One of them is not reading them.”
Ray Bradbury

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<td>Measure A Fund Review</td>
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<td>Facilities Overview</td>
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<td>Board &amp; Commission Stipends</td>
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<td>Director’s Report for August</td>
<td>Adlawan</td>
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<td>Announcements</td>
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<td>5:30</td>
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Numbered List of attachments:
4. Minutes for August 10, 2022
11. Library Director’s Report for August, 2022

Unnumbered Attachments:
MARINet Board minutes of July 7, 2022 held via zoom platform

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Marin County Free Library
3501 Civic Center Drive, Suite #414, San Rafael CA  94903 www.marinlibrary.org

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

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LIBRARY COMMISSION AGENDA FOR 09/14/22 MTG
(1) CALL TO ORDER
Meeting called to order @ 4:03 pm.

(2) ROLL CALL
Present
Sue Ream          Ali Iqbal–via zoom        Ann Kaplan– via zoom
Anya Schandler    Claudia Wilson – via zoom Linda Ward
Sally Hauser–via zoom  Daniel Sherman via Zoom John Macleod–via zoom

Absent with Notification
Loretta Farley   Margaret Kathrein   Alison Blume
Nick Javaras

Also Present
Lana Adlawan, Director of County Library Services
Diana Barrera, Administrative Assistant I
Madeline Bryant, Sr. Librarian – Education Initiatives Coordinator
Edna Guadiana, Administrative Services Associate
Jim Stephens, Technical Support Chief
Raemona Little Taylor, Deputy Director of County Library Services
Chantel Walker, Assistant Director of County Library Services

(3) ADOPTION OF AGENDA M/S/C – Schandler/Kaplan Agenda
approved as submitted

(4) ADOPTION OF June 15, 2022, MINUTES - M/S/C Kaplan/Ward
Minutes approved as submitted.

(5) OPEN TIME FOR PUBLIC EXPRESSION – Bill Hale would like
MARINet to set up a feature which allows the public pre-reserve a
book that is coming out in the future, specifically on overdrive and
audio books.

(6) READING & CORRESPONDENCE FILE – Materials were sent to the
Library Commission prior to meeting
(7) PRESIDENT’S REPORT JUNE/JULY
President Ream mentioned that it was nice to see everyone who attended the June meeting of the Library Commission.

She gave a report on how the committee was doing with the bylaws process. The Bylaws must be adopted by the Commissioners at this meeting and then submitted as a Resolution to the Board of Supervisors.

(8) OLD BUSINESS – None

(9) NEW BUSINESS –
a. Story Walk – Madeline Bryant, Sr. Librarian-Education Initiatives Coordinator gave a brief presentation on Story Walk – This program starts on September 10 and goes through November 10, 2022.

![Story Walk Logo]
What is a StoryWalk®?

Purpose statement: To strengthen community connections by partnering with local businesses and other organizations with the goal of promoting literacy and library services for all ages.
Read a story together while enjoying a short walk outside.
You'll find one page at each stop along the way. Pick up a route guide at the library, or at the QR code or link below.

Readamos una historia mientras disfrutamos una caminata.
Encontrarás una página a lo largo de esta vereda. Recoge una guía de la ruta en la biblioteca o el código QR o link de abajo.
b. W. Marin Branch Reports
Introduction

First week! (December 2021)

Four Unique Libraries

Staff Updates, Achievements, and Recognition

- Bolinas: Jane Silva & Vanessa Waring
- Inverness: Alex Perata
- Point Reyes: Annemarie Russo, Marjie Ivy Leads, Simon Woodard
- Stinson Beach: Kerry Livingston
Bolinas Reads

Bolinas Reads: July 2022

A monthly interview with Bolinas Library

Little Free Library at Laundromat

Bolinas

Pop-Ups in the Park

Stinson Beach

Class Visits to the Library

Volunteers in the Garden

Art Gallery Receptions
Point Reyes Station
Black History Month/Listening Fridays
Holiday Card Making
Tech Help Hours

Inverness
Children’s Area
Weekly Mending Circle
Storytimes on the Porch

Storytime
Special Events

Outreach to Schools

Summer in West Marin
Biweekly Library Updates on KWMR

Every other Wednesday at 8am on “Swimming Upstream”

Looking Ahead
Tech Help & Digital Access
Accessibility, Inclusivity, Equity
School Partnerships

Chromebook in the Wild

Questions?
MBryant@marincounty.org
Office: 415-863-1244
Cell/Text: 415-497-9640

Photo: Simon Mrazek
c. 2022-2023 Library Commission meeting Schedule – After a brief discussion Commissioner Schandler moved, Commissioner Kaplan seconded, and everyone voted to adopt the 2022-2023 Library Commission meeting schedule as submitted.

d. Library Commission Bylaws – After a brief discussion on the few edits to the current Library Commission Bylaws, Commissioner Ward moved, Commissioner Schandler seconded, and all members of the Library Commission voted to accept the newly revised Bylaws and forward on to the Board of Supervisors for their approval.

(10) DIRECTOR’S REPORT FOR JUNE/JULY – Director Adlawan reported on the following:

She requested the commissioner’s attention on the budget approval, the Library Tax renewal, which will be up for vote in the general election on November 8th, and the goals for the upcoming two years. She is receptive to their ideas, opinions, and potential for collaboration on the MCFL goals.

(11) ANNOUNCEMENTS –
President Ream announced that she would not be attending the next Library Commission meeting on September 14 and asked if Commissioner Hauser would chair the meeting in her absence to which Hauser agreed to chair the meeting

(12) ADJOURNMENT – M/S Schendler/Ward Meeting ended @ 5:05 pm
Marin County Free Library Commission Report
Lana Adlawan, Director of County Library Services

AUGUST 2022 ACTIVITIES

OUR MISSION:
Provide welcoming, equitable and inclusive opportunities for all to connect, learn and explore.
During the months of July and August, the Learning Bus offered 10 visits at Library branches and parks and across Central and West Marin. During these visits, children enjoyed a bilingual storytime, play experiences and even live music performances by Cascada de Flores and Mariela Herrera. Here’s a photo of just a few of the 1,400 children who received tote bags and chose free books to take home.

The Summer Reading program for children was a success in achieving the following goals:

1) providing interactive, engaging fun activities for families
2) reaching new families
3) promoting diversity and literacy-building

Over 1,600 “take and make” craft kits were distributed in branches, and an additional 3,450 books, many of which were titles featuring diverse characters, were given away during outreach visits. Huge thanks to Novato staff who assembled the “take and make” kits, and kudos to Learning Bus staff who did the lion’s share of assembling materials for the tote bags!
Throughout the Teen Summer Program (June 18th-July 16th, 2022), our libraries gave away nearly 600 books and 800 craft kits! Our kits included: Origami Zoo, Beginner Embroidery, and a Tiny Art Show. Kits were distributed in our branches, local schools, farmer’s markets, and youth serving community organizations. Craft kits were assembled by librarians and teen volunteers and generously funded by the Friends of the Marin County Free Library. Giveaway books included new and popular titles in multiple languages to serve our diverse community of teens in Marin.

We also distributed bookmarks created by our in-house marketing team to showcase the Teen Tough Topics Collection, our Digital Resources, and Mental Health Resources. Some branches also gave away Giants baseball tickets this year.

Work continued on the Teen Leadership Crew’s zine, The Spire. Teen volunteers have been hard at work producing and editing content created by and for teens, which will be published sometime this year.
August brought on a surge of new in-person events in our libraries!

Fairfax Library began hosting Climate Café, a drop-in compassionate sharing circle on Saturdays, open to all people/all ages that may be feeling distress about the climate crisis and the impact at the global, local or personal level. It will be an opportunity for community members to share their thoughts in a small safe, non-judgmental and advice/agenda free circle of listeners.

Do you have clothing items that need repair? Want company while you mend? Patrons like you are now invited to bring your projects to the Inverness Library and join their Mending Circle. The group will be meeting every other Monday from 5 to 7 pm in the Jack Mason Museum Room.

Calling all Quilters, Sewing Sirens, Mending Divas, Knitters, Spinner and Crocheters - You can now bring your project(s) to work on in a fun and lively social environment at the Fairfax Library on the 2nd Monday of each month for their Fabric and Fiber Makers’ Club.

An exhibit "a lily is a poem" by Sophie Wood Brinker, celebrating local Calochortus lilies, was on display for the month of August at Stinson Beach Library and kicked off with an Opening Reception August 5th.

Two important online programs were also presented in August:

Intuitive Writing: A Workshop with Susanne West explored writing as a transformational tool to help you access your inner wisdom. Participants learned a variety of processes and had opportunities to bring their life questions to this boundless source of knowing and guidance within them. Susanne West is a writer, poet, professor of psychology and spiritual mentor. She is the author of Soul Care for Caregivers and the poetry collection, Subterranean Light.

Members of Marin County’s Financial Abuse Specialist Team (FAST) offered an online presentation for older adults about how to Avoid Scams, Fraud, and Identify Theft. FAST provided information on how to avoid financial abuse and protect against common financial scams. FAST volunteers have expertise in accounting, law, business, and banking. They provide community education and offer training to organizations on how to recognize and prevent financial abuse. In 2019, Marin FAST was the recipient of the Aging Achievement Award from The National Association of Area Agencies on Aging.
Our collection includes tools and devices, as well as more traditional formats. Our team has recently been acquiring and adding more Tech Connect Packs, with Chromebook laptops and hotspots, as well as other hotspots purchased with Emergency Connectivity Grant funds, to support our communities with limited Internet access.

These are available to borrow, for free, with your library card. The goal is to provide more opportunities for those who lack Internet connectivity to use digital resources to learn and explore using these devices.

Technical Services folks have recently acquired books for special projects, including giveaways supported by the Friends of the Marin County Library and Library Foundation for sharing at the opening of “The Legacy of Marin City” exhibit at the Marin Center Bartolini Gallery. We also purchased more copies of “Grandmothers Feed Us Love”, a book created in honor of the family traditions of the community of Marin City, for our collection.

A local history book about Nicasio, “Nicasio’s Oldtimers, Newcomers and Remarkable Guests,” was acquired from the Nicasio Historical Society. Books to prepare for the StoryWalk project were also purchased: “Agua, Agüita” by Jorge Argueta and “The Hike” by Alison Farrell.

The First Partner’s Summer Book Club materials, a free bookshelf of diverse children’s book titles provided by the California State Library, were received, and processed to make available in all branches. The bookshelf includes a mix of titles with characters from diverse backgrounds and experiences, titles created by California authors/illustrators, and titles with a social emotional focus.
Point Reyes Library hosted a Starlink distribution event with Parent Services Project on Friday, August 12 as part of the Shoreline Connectivity Project. 6 local families living in rural areas received their devices that day and connected to the internet for the first time. 25 Shoreline Unified School District families have now received internet connectivity as part of this project.

Inverness Library had an interactive children’s play area outside the library at the Inverness Fair on Saturday, August 13. Three invaluable teen volunteers assisted with button making, games, and crafts. Free giveaway books were available for families who attended. Inside the library was also a hub of family activity!

Planning for the new academic year of Reading Buddies at Point Reyes and South Novato Libraries is underway and will start in early September.

The Learning Bus and Bookmobile teams had a fabulous and busy summer! Kicking off the fun and learning at the Marin County Fair with lots of books and hula hoops!

In partnership with First 5 Marin, the Learning Bus provided 2,385 free books, purchased by the Friends of the Marin County Free Library and 2,000 Early Learning Tote Bags with learning materials purchased by First 5 Marin. Inside the Early Learning Tote Bags, children found a variety of art and school supplies such as watercolors, coloring and writing tools, playdough, glue, scissors and more. With these books and materials, First 5 Marin and MCFL hope to provide children with tools to promote learning and reading at home and get them ready for school.

Madeline Bryant, Senior Librarian West Marin Libraries, attended a week-long Orton-Gillingham Comprehensive Literacy Training for grades K-3 through the Institute of Multi-sensory Education. (imse.com)
Communications & Publicity

We highlighted the recent County press release about the library partnership with Marin Community Clinics, First 5 Marin, San Rafael Library, and Larkspur Library for a prescription for a library card and free book on our [website](http://www.marinlibrary.org) and in our online newsletter.

To help celebrate the 80th anniversary of Marin City, our team created a poster highlighting a curated list of library materials, which were also featured on our [website](http://www.marinlibrary.org). The poster was distributed to all our branches and shared at the opening of the “The Legacy of Marin City” exhibit at the Marin Center Bartolini Gallery.

With back-to-school season upon us, our team created blog posts to feature online learning resources for students, ways to manage back-to-school anxiety, and getting a library card. September is Library Card Sign-Up Month!

Featured on our social media feeds and [website](http://www.marinlibrary.org) were new staff-curated lists to make finding your next great read a breeze! We also added several of our online programs to the library’s [YouTube channel](http://www.youtube.com/marinlibrary), and featured them on our website. A great way to see all the new additions is to visit our “Explore” page, [www.marinlibrary.org/explore](http://www.marinlibrary.org/explore), where you can browse, search by topic, audience (age level), language, and more, to see all the new entries to the website, from booklists to blog posts to special events. For the complete list of library events, be sure to check out our online [calendar](http://www.marinlibrary.org/calendar). A few of the highlights include: America’s Test Kitchen, Historical Fiction for Kids, Asian Poetry in the Diaspora, Booker Prize Long List, and Marin City 80.
PERSONNEL UPDATE

August 2022

It has been another very active summer of recruitments at MCFL, and August 2022 is no exception. Thank you to the MCFL interview panel members: hiring managers, admin staff, and Finance Accounting Human Resources (FAHr) Team Members for helping us to recruit, promote and bring in new staff.

Please help us welcome:

- Anne De Souza, Library Assistant I, (Fairfax Branch) Congrats, Anne!
- Daniel Paul Oleson-Wheeler, Library Assistant I, who is joining our Corte Madera Branch
- Raina Tuakoi, Librarian II, who is joining our Fairfax Branch
- Ruth Itzun, Library Assistant I, who is joining our Marin City Branch

The application periods for the Library Technical Program Coordinator/Makerspace Coordinator, Administrative Services Associate and Librarian I closed. Interviews for Administrative Services Associate, Library Assistant I, Librarian I, Librarian II, and Community Library Community Library Specialist positions were held. The application period for Senior Librarian/Branch Manager and Media Technician positions opened.

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

- Library Services Manager 1.0 FTE – Tech Services
- Library Assistant II 1.0 FTE – Corte Madera
- Library Aide 1.0 FTE – Novato and S. Novato
MESSAGE FROM THE DIRECTOR OF COUNTY
LIBRARY SERVICES, LANA ADLAWAN

(Right to Left: Mattie Ivy Leeds, Annemarie Russo, Simon Woodard, Madeline Bryant)

It’s always best to start with a picture celebrating our staff! This talented group of folks turned frowns upside down during a recent emergency. The Point Reyes Library was slated to be closed for a number of days and the team quickly pivoted to curbside service for patrons to pick up their holds and other materials. This action is not uncommon for our staff, but it does deserve to be celebrated. Thank you, Point Reyes staff! Your creativity and commitment to service are always appreciated.

As you read in multiple sections of this report, we did a lot this summer! The library’s outreach and connection to students and families in out-of-school time is key. As I shared in the August patron newsletter, we distributed over 8,000 items to kids and teens, many of those items being brand new books for homes and other engagement activities.

It's important to commemorate the incredible Marin City 80 celebration efforts, happening now through November. The Anne T. Kent California Room has a large part to play in helping to share our region’s history and I hope we can support more diverse communities in our region to showcase their rich history in Marin County. If you haven’t seen the exhibit, find out more here! https://marincity80.com/
COMMISSION MEMBERS:
MCFL and the County of Marin
THANK YOU for your commitment to welcoming, equitable, and inclusive library services.
MARINet Board Meeting – Minutes
Online Meeting – July 7, 2022 12:00 p.m. to 2:30 p.m.
Approved on Aug. 4, 2022

Present: Crystal Duran, Anji Brenner, Sarah Frye, Gary Gorka, Lana Adlawan, Linda Kenton, Abbot Chambers, Henry Bankhead, Franklin Escobedo, Dan McMahon
Absent: none
Guests: Bill Hale

Meeting convened at 12:25 p.m.

Public Comment: Bill Hale has two comments. First, he says that libraries should be at the forefront of efforts to combat disinformation. ALA should take the lead. Second, a legal case access to materials just came down, are libraries locally ready for that? Third, to comply with the Brown Act, if items are action items or not action items needs to be more clear. We need the Brown Act training.

Minutes of June 2 and June 9 meetings are approved unanimously.

Report of the Cost Sharing Working Group: Survey responses came in right up to today. The average satisfaction with the current formula is 6 out of 10. The group looked at alternative bases for funding. Ideas included tiered services, or maybe larger libraries do pay more. How to introduce equity? And should the library’s budget be considered as a factor? Any new approach could be brought in as a tiered thing to lessen the impact.

Comments, Gary says the academic libraries have a special deal, they don’t benefit from many of the things MARINet does, Henry confirms a separate category for the academics. Abbot says it’s tough to reconcile the well-off and not well-off libraries. What is MARINet? What are we paying for? Should we compensate libraries with low-income communities? How are we serving the whole of Marin County? Sarah says that COM is considering moving to Alma, as it’s free for all Community Colleges in the State.

There are two tracks to this, adjusting the formula, and reducing the budget. Who can pay more, who needs to pay less? Relying on what can work for people? County talking to schools, they pay MCFL for some services now. Dan’s comment: 18 % of the budget is Overdrive, or $350k this year. $100k is linkplus, $100k is CENIC. Dan will provide updates on what these large contracts look like.

Regionals Working Group: no report, next month.

LBGTQIA Affinity Group: Motion made to authorize staff group with this name to meet, seconded, vote to approve is unanimous.

Product Presentation: Digital Navigator, presented by Chrisitian Theyer. This system assesses the needs of patrons and sets them up with free connectivity resources that the government is providing. It’s a part of the Connected California project. They connect patrons to resources and devices for free or low-cost internet, and promote basic digital literacy. It’s less of a tech support role and more social services. Digital Navigator supports Spanish and English directly, and may add translation services beyond that. Libraries are not expected to survey the clients, collect any data, or participate financially.
Digital Navigator is not keeping any identifying data on patrons, except names and ZIP Codes, and can purge those if needed. Among many overlapping services, Navigators try to find the best services they can for each patron. Outreach kits are coming out in a month. Send Christian who the point person in each system is. No need for a vote, just volunteer to take part. In Marin our ZIP Codes don’t align with library jurisdictions exactly, is that an issue?

**Aspen demo:** Discussion around the table of benefits and costs. Reduced costs are estimated at $15k to $20k per year, the biggest impact would be retraining patrons. In discussion, several libraries indicate they are not interested in changing the catalog right now, no motion is made. Henry asks, then what do the next steps look like? Who do we need to talk to for moving this decision along? Maybe DRWG? Consensus is that the board could probably make the decision by themselves, if they desired. Is the uniquely branded portal that Aspen offers enough to sway people? Anji offers that if we do go to replace the public catalog we need to broaden the exposure of the proposed product so staff would be on board with this process, one which affects them this much.

Discussion continues, if there are cost savings, what’s the balance with the pain of suffering of staff changing things? MCFL has an election in November, and doesn’t want to change interfaces people use to access collections right, especially as it would render their new website obsolete. Sarah says from their perspective, it’s nice to see “MARINet” on the catalog, they don’t need a branded version.

Crystal asks, what are MARINet’s goals? Is there a list anywhere? Anji says we could have a one-year plan to prioritize things. This will go back to the executive committee and then back to this meeting next month.

**Collection HQ:** We have a quote for CHQ a couple months ago, and MCFL and SRPL would get refunds for their recent subscriptions as they fold in. Motion made to pick up CHQ for everyone. Yes vote is unanimous. Related issue, should we drop Decision Center? It would free up the same amount of money, though we have just now trained MCFL admin to use it for specific projects. Decision about whether or not to drop Decision Center is deferred.

**Quipu:** We need to replace Library Market for verified online cards, and have a quote from Quipu. A placeholder for this is in the passed FY23 budget for $17k, this will cost us around $18.5k to implement, but is only $3.5k a year after. (Less than Library Market, at $1 a card we were up to $6k/year.) A motion made to change vendors to Quipu: motion seconded, vote yes is unanimous.

**E-commerce and fines:** Push discussion back to next month. **Collaboration Standing Item** also postponed.

**Equity discussion:** Access issues? Buildings, construction, but also involves neuro diversity and more eclectic issues that block access for people. Good example from San, someone asking for an elevator, when they have one. They increased the signage. And added 10 minute express parking in front of library. Points back to who are we not serving? The schools have higher expecatations around physical access issues, but for example COM has a whole office that handles this for the campus.
Systems Report: Fines paid are being distributed now, and total $18,000 for the whole year. Checks to each library are going out next week. MCFL is paid with ETF so that’s done.

Future topics: break on the agenda,, 10 min for future.

Announcements:

Belvedere Tiburon opens fully (the whole building) pm Sept. 17.

College of Marin is in Summer session now. They are planning on having banned book events this year.

Dominican’s Library is moving to the other side of building during remodeling. Gary can’t wait till we get back to visiting other people’s libraries once again.

San Rafael has lots of new stuff available, due to the Pittsburg Family Foundation.

Marin County is asking the Board of Supervisors this month for direction on the parcel tax renewal, and the library is hoping to be on the November ballot with it.

Sausalito Library just did a big e-book purchase with other libraries. Abbot will be taking a 3 week vacation soon, for the first time in 3 years.

Mill Valley Library will help the County in any way possible with the funding measure. Patrons don’t know who is what library sometimes.

San Anselmo Library is also doing a parcel tax renewal measure in November. They’ve also launched the OWLS for homebound patrons.

Meeting adjourned at 2:25 p.m.