

MARIN COUNTY FREE LIBRARY COMMISSION



Lana Adlawan
Director of County Library Services

Library Administration
3051 Civic Center Drive
Suite 414
San Rafael, CA 94903
Phone: 415.473.3220
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CRS 711

MARIN COUNTY FREE LIBRARY COMMISSION

Proposed Agenda
Friday, January 16, 2026
4:00 p.m.

The Shop at South Novato Library 931 C Street, Novato, CA 94949

Directions: From either North or South 101 exit Nave Drive and turn onto Main Gate Rd. Follow Main Gate Road to C Street and turn left. The Shop is next to the Library past the North Bay Children's Center on the right.

NOTICE: In order to assure a quorum, please let Library Administration know if you are unable to attend the meeting (call: 415-473-3220).

<u>ITEM</u>	<u>PRESENTER</u>	<u>STATUS</u>	
<u>4:00pm</u>			
(1 min) 1.	Call to Order	Christian	Action
(5 min) 2.	Welcome, Introductions & Meeting Agreements	Christian	Information
(1 min) 3.	Approval of Agenda	Christian	Action
(1 min) 4.	Approval of December 10, 2025, meeting minutes	Christian	Action
(varies) 5.	Open Time for Public Expression	Christian	Information
(5 min) 6.	Announcements/Book Recommendation(s)	Kaplan	Information
(5 min) 7.	Reading & Correspondence File Comments	Christian	Information
(10 min) 8.	President's Report	Christian	Information
(10 min) 9.	Director's Report for December	Adlawan	Information
(30 min) 10.	New Business		
	a. Measure A/B Fund Review	Chan & Schiller	Information
	b. Facilities Overview	Merza, Adlawan, & Schiller	Information
(5 min) 12.	Adjournment	Christian	Action
<u>5:30pm</u>			



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 10, 2025
5. Library Director's Report for December 2025

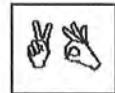
Unnumbered Attachments:

MARINet October and November 2025 Meeting Minutes

Marin County Free Library

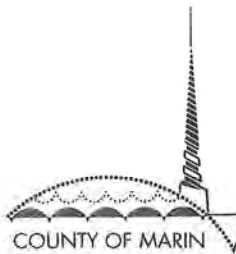
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Marin County Civic Center

3501 Civic Center Drive, Suite 324A, San Rafael, CA 94903

Directions: Take 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. There is ample parking available close to the building, with no evening hour limitations. Take the elevator to the 3rd Floor and head toward the Board of Supervisors. The door to 324 is to the left and the door to 324A is at the short hall.

--PROPOSED MINUTES--

Wednesday, December 10, 2025

(1) CALL TO ORDER

Meeting was called to order at 4:03 pm. Glynda Christian welcomed everyone to the meeting and introduced Kathleen Cage from District 5 who will be appointed to the Commission by the Board in the new year. The Commission read through the Meeting Agreements. Commission went through introductions.

(2) ROLL CALL

In Attendance

Crystal Lewis
Ted Ridgeway
Claudia Wilson

Glynda Christian
Sue Ream

Ann Kaplan
Sally Hauser

Absent with Notification

Anya Schandler
Linda Ward

Nick Javaras
Doug Sides

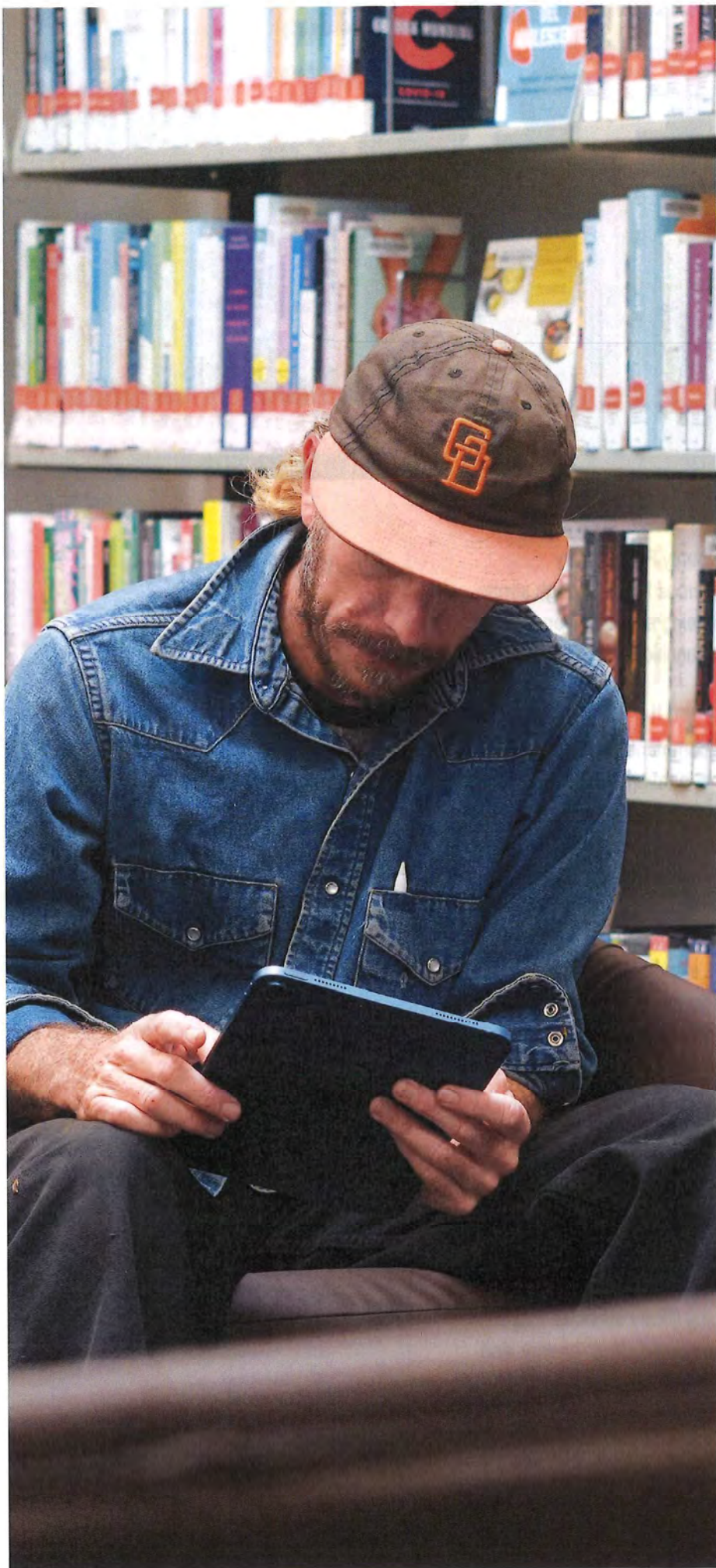
Absent Without Notification

Amelia Lahn

Also Present

Lana Adlawan, Director of County Library Services
Raemona Little Taylor, Assistant Director of Public Services
Juliet Schiller, Assistant Director of Support Services
Gina Turrini, Administrative Assistant I
Rich Panter, Member of the Public
Kathleen Cage, Member of the Public

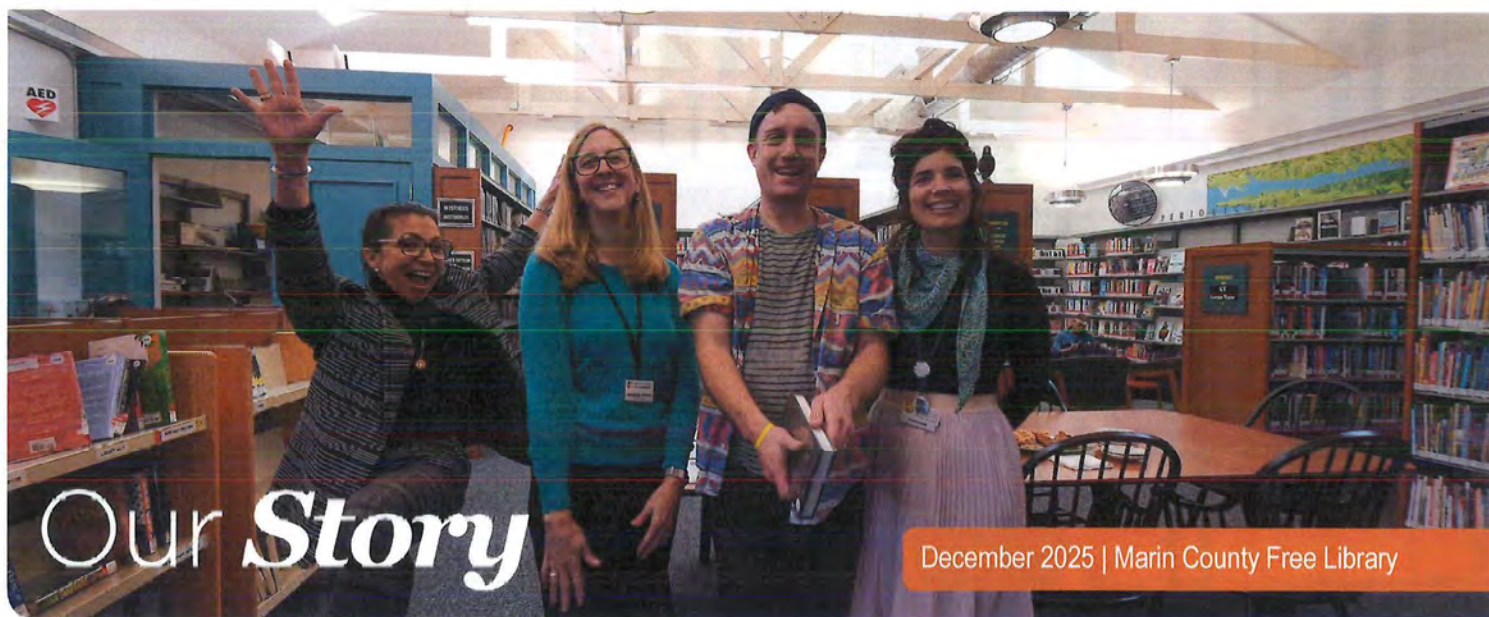
- (3) ADOPTION OF AGENDA M/S/C – Ted Ridgeway/Claudia Wilson approved as submitted.
- (4) ADOPTION OF September and October 2025 MINUTES M/S/C – Ann Kaplan/Crystal Lewis approved as submitted.
- (5) OPEN TIME FOR PUBLIC EXPRESSION – No member of the public spoke up.
- (6) ANNOUNCEMENT / BOOK RECOMMENDATION(S) – Glynda announced birthdays for Ted, Ann and Lana. Ann brought up during the announcements she had just come from the JCC and in speaking with one of the staff there, they'd told her about how much she loves the libraries. This month's book recommendation was from Glynda Christian. Glynda spoke about the book *The Rising Tide* by Ann Cleeves, *Party of Liars* by Kelsey Cox and *Camino Ghost* by John Grisham.
- (7) READING & CORRESPONDENCE FILE – Materials were sent to the Library Commission prior to meeting.
- (8) PRESIDENT'S REPORT – Glynda started with reminding the commission if she knows of a member's birthday they would celebrate it during the announcements at that month's meeting. She would continue with a reflection upon the year that had passed. An unprecedented year that no one could have anticipated. In the face of chaos and unraveling democracy, compassion and encouragement are valued. That institutions can falter, and voices silenced. But empathy, spirit, kindness and refusal to abandon hope will guide us into the new year.
- (9) DIRECTOR'S REPORT FOR October – Lana started with compassion, celebrating Juliet and her compassion in supporting staff. Lana thanked each member of the commission for their service during the year. Acknowledging and appreciating each for their time to be here supporting the libraries. Lana pointed out in the Director's Report a new section had been added focusing on patron's stories, giving focus to patron's voices and experiences. Lana asked if anyone had started the Freedom Lifted series reminding the commission that everyone in administration was there to help if they needed it. Lana also announced that the Institute of Museum and Library Services has been restored due to a judge's ruling and that money is being returned to libraries nationally. Lana also spoke about the movie *The Librarians* and Raemona let the commission know the libraries would be doing upcoming free showings of the documentary as well. Lana brought to the attention of the commission an incident that had happened with the lowering the flags at some of the libraries due to the federal proclamation of lowering flags for Charlie Kirk. She spoke on how the lowering of the flags was a negative impact for library staff and some community members. There was a meeting with County Executive Derek Johnson and staff from affected branches to see how to move forward and handle possible situations going forward. Lana informed the commission about the update to the Library Collection Development Policy was going before the Board with the updated language to bring it in compliance with the California Freedom to Read Act.
- (10) ADJOURNMENT – Glynda adjourned the meeting at 4:36pm



December 2025

Library Commission Report

Lana Adlawan,
Director of County Library Services



Through the rain, cold, and high winds, the Marin County Free Library continued to serve as a trusted community anchor across Marin through strong partnerships, inclusive programming, and outward-facing service. Even as branches navigated refresh closures and seasonal transitions, MCFL remained focused on access, connection, and care.

Relationships with schools were strengthened with community organizations, cultural partners, and county departments to expand learning and support. From Bookmobile engagement at regional events to branch-based collaborations that supported youth, families, older adults, and adult learners, these partnerships helped maintain continuity of service and celebrate milestones such as the graduation of South Novato's first English Learners cohort.

Programming throughout the month reflected MCFL's commitment to joyful, intergenerational learning. Storytimes, bilingual programs, book clubs, arts and cultural events, STEAM activities, and teen-centered programs created welcoming spaces for curiosity, creativity, and connection.

MCFL also continued to meet people where they are. The Bookmobile and Library Beyond Walls brought services into neighborhoods, schools, housing sites, and community centers, while branches welcomed patrons during refresh transitions. Together, these efforts reinforced the Library as a responsive, welcoming presence.

Community members played an active role in shaping library services. Patrons, volunteers, teens, Friends groups, and partners contributed ideas, energy, and care, reaffirming MCFL as a public space that belongs to the people it serves.

Our **Mission**

We provide welcoming, equitable, and inclusive opportunities for everyone.

Our **Vision**

We believe in empowered and thriving communities built on diverse voices and perspectives. We believe in a just Marin that advances equity for communities of color.

PARTNERSHIPS, PROGRAMMING, AND OUTREACH

Deep Partnerships that Reinforce Bonds

Across the system, MCFL continued to build partnerships that strengthened access, learning, and care. The Bookmobile team deepened collaboration with San Quentin through planning conversations around 2026 programming and potential campus visits, and connected with community members at the Marin County 175th Anniversary Holiday Light Spectacular. Bolinas sustained close partnerships with the Bolinas Community Center and Bolinas Stinson School, while Corte Madera worked with Neil Cummins Elementary, the Marin Audubon Society, and Drawbridge Arts to support youth, families, and lifelong learners.

Fairfax partnered with Marin Free Swaps, Bennett House, and San Geronimo Valley organizations to support reuse, literacy, and outreach. Inverness strengthened its long-standing partnership with West Marin School through twice-weekly class visits and collaborated with the Jack Mason Museum on cultural programming. Novato partnered with Novato High School Library and the Marin County Youth Poet Laureate to launch a Winter Teen Writing Program. Point Reyes and West Marin Literacy Services partnered with West Marin School, Nicasio School, and Toby's Feed Barn to support literacy and Bookmobile outreach during the branch refresh closure. South Novato celebrated the graduation of its first English Learners cohort through partnerships with Hamilton School and the Public Authority of Marin. Library Beyond Walls expanded partnerships with Health and Human Services, recovery homes, senior services, and community-based organizations to bring services directly to residents.

Programming as Intergenerational Learning

December programming emphasized connection, creativity, and shared learning across ages. Bolinas offered LEGO Club, Mending Mondays, Coffee Klatch, weekly storytimes, crafts, and Book Scouts. Corte Madera delivered a full slate of programming including storytimes, LEGO Club, Drawbridge Arts, Dungeons & Dragons for middle schoolers, caregiver support groups, jazz performances, and an after-hours Study Hall that welcomed 140 teens during finals week. Fairfax hosted art talks, Drawbridge crafts, clothing and recipe swaps, and tween-led programs. Inverness featured storytimes, bilingual Colors of Spanish programming, mending circles, and book clubs hosted at the Jack Mason Museum. Novato engaged teens through zine workshops, gaming clubs, conversation clubs, trivia, and film screenings. Point Reyes supported multiple book clubs and literacy programming during its reopening period. South Novato offered festive Spanish storytimes and youth-centered outreach, while Stinson Beach maintained community connection through its book club as patrons returned to a refreshed space.

Working Outward

MCFL continued to meet patrons where they are. The Bookmobile supported communities in Point Reyes Station, Pickleweed Park, and regional events while branches were closed for refresh work. Library Beyond Walls delivered read-aloud visits, tabling, and presentations at senior fairs, recovery homes, housing sites, and community centers, issuing new library cards and expanding awareness of digital access tools. Fairfax delivered books to outreach sites and assisted patrons with technology, applications, and accessibility needs. Novato welcomed TK classes for field trips and supported school-based programming. South Novato staff brought storytimes, songs, and books to early childhood centers and high schools. Inverness welcomed Point Reyes patrons during the refresh closure, ensuring continuity of service and a smooth transition. Across the county, MCFL's outward-facing work reinforced the Library as a responsive, welcoming presence in community spaces.

THE GEARS THAT DRIVE US

Joyful Learning

Learning across the system remained hands-on, welcoming, and intergenerational. Storytimes, bilingual programs, book clubs, art talks, music performances, STEAM activities, zine workshops, and cultural programs supported curiosity, creativity, and connection. These offerings created spaces for language learning, artistic expression, civic engagement, and play, reinforcing the Library as a place where learning is shared, accessible, and joyful.

Collective Impact

MCFL's December work demonstrated the value of coordinated action across branches and partners. Cross-branch collaboration supported patrons during refresh closures, while partnerships with schools, Health and Human Services, cultural organizations, and community-based nonprofits expanded ESL programming, mental health outreach, food security efforts, and cultural preservation initiatives. Together, these efforts aligned library services with broader county goals and advanced equity by meeting people where they are.

Community Power

Community members continued to shape and strengthen library services. Teens led programs, volunteers supported daily operations, Friends groups invested in programming and spaces, and families shared feedback and ideas. Libraries served as gathering places for performances, study halls, celebrations, and reflection. Whether welcoming patrons back into refreshed spaces or bringing services directly into neighborhoods via the Bookmobile, MCFL centered community voice, resilience, and shared ownership, reinforcing the Library as a trusted public space that belongs to the people it serves.

THE STORIES THAT SHAPE US

Stories across Marin reflected the Library's enduring role as a place of memory, access, and belonging. At community events and outreach locations, patrons shared deeply personal connections to library service. One visitor stepping onto the Bookmobile for the first time in decades recalled learning to love reading on a rural bookmobile as a child, a reminder of how early access can shape a lifetime of learning. Others encountered the Library in new ways, discovering that it offers not only books, but tools for connection, creativity, and daily life.

Across branches, patrons returned after long absences, sometimes spanning years, and were surprised by how welcoming and responsive their libraries had become. Seniors expressed gratitude for audio books, screen readers, and help navigating technology after vision loss. Community members shared relief and excitement after receiving Wi-Fi hotspots or learning they could finally check email from home. Patrons in recovery and supportive housing settings spoke about how meaningful it felt to receive a library card for the first time and to have services brought directly to them.

Youth voices were especially present this month. Children proudly brought parents into the library, insisting on visits and modeling a love of reading at home by recreating storytime with their own toys. Teens gathered for study halls, workshops, and creative programs, finding safe and supportive spaces during high-pressure moments like finals week. Young learners celebrated milestones such as earning library cards, completing ESL programs alongside family members, and sharing handmade books with parents during graduation ceremonies.

As refreshed branches reopened and others supported patrons during temporary closures, community members expressed appreciation not only for updated spaces, but for the care shown by staff during transitions. Whether reconnecting in newly renovated rooms, stepping onto a Bookmobile parked in a familiar neighborhood hub, or receiving one-on-one assistance with everyday needs, patrons consistently shared a sense that the Library is a place where they are seen, supported, and welcomed.

SNAPSHOTS OF MCFL



Caroline in action with Storytime In Inverness



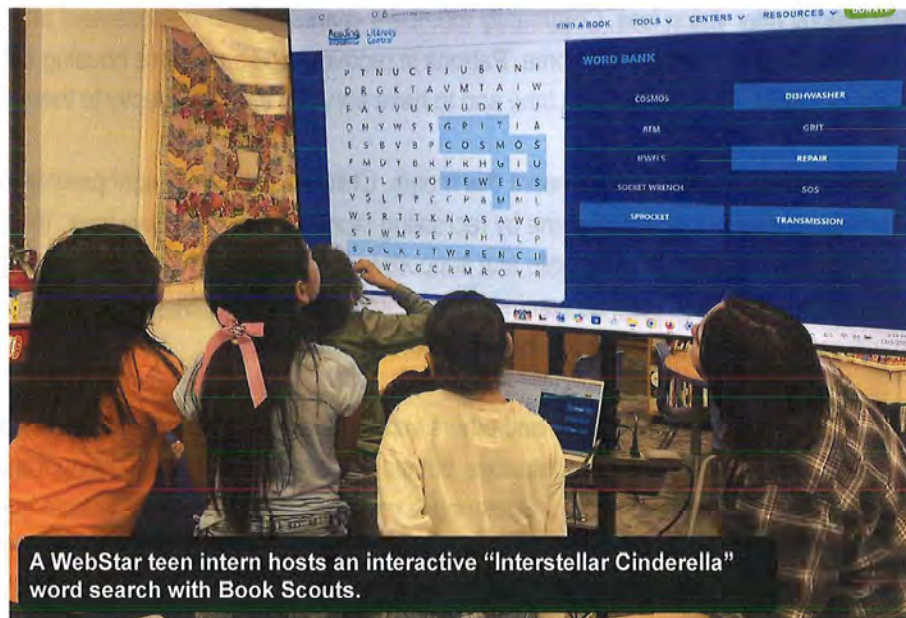
Colors of Spanish at the Jack Mason Museum



Fairfax Staff Holiday Cheer



Library staff work with a WebStar teen intern to prepare for reopening.



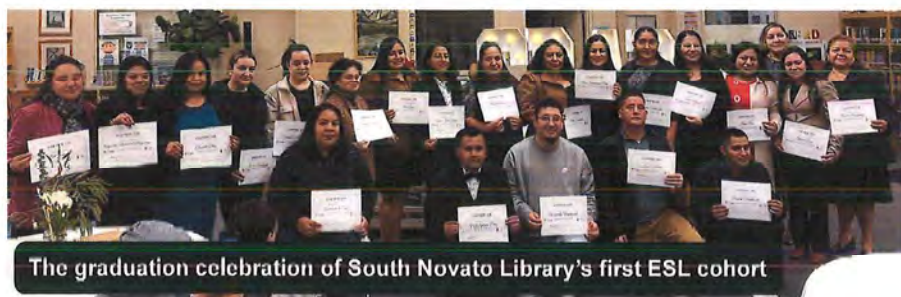
A WebStar teen intern hosts an interactive "Interstellar Cinderella" word search with Book Scouts.



Voices of Tamal-Liwa : Family Stories At the Jack Mason Museum



A day out at North Bay Children's Center



The graduation celebration of South Novato Library's first ESL cohort



Winter Storytime at South Novato Library

COMMUNICATIONS & PUBLICITY

Behind the scenes, Marketing and Communications has been focused on strengthening how we share stories and connect with our community. In December, we published the Library Newsletter using an updated workflow that better supports collaboration and thoughtful decision-making, while celebrating the people, programs, and moments that make our libraries vibrant.

We're also preparing for what's ahead. Interviews are underway for a new Media Specialist, a role that will expand our capacity to tell community-centered stories across Marin. Planning has begun for the design of the new West Marin Vehicle, which will soon help bring library services and connection to coastal and rural communities. We've also refreshed our swag shelves to ensure materials remain welcoming, relevant, and aligned with the MCFL brand.

At the South Novato Library, we partnered with teen Webstars for hands-on training in video production and editing, supporting creative learning and youth leadership. We helped Technical Services mark the completion of MCFL's Library of Things web page with custom AI-Generated graphics. And in West Marin, we captured the joy of patrons returning to the refreshed Point Reyes Library, celebrating a space renewed with care and community support.



TECHNICAL SERVICES

Operational Readiness & System Support

In December, Technical Services continued to strengthen the systems that support library service across Marin. Leadership and selector meetings focused on budget planning and digital resource coordination, ensuring collections and services remain responsive to community needs. Collection Development librarians met in person with the Brodart sales representative to review initial shipments from new vendors and establish best practices for ordering and fulfillment, supporting a smooth transition in materials acquisition.

Processing and Delivery staff played a critical role in supporting branch refresh efforts, organizing materials for the Point Reyes and Stinson Beach libraries during temporary closures. All collections were carefully sorted, with holds prioritized and materials prepared for efficient return to service, ensuring continuity for patrons as branches reopen.

Collections, Access & Digital Services

Technical Services advanced access to collections through both physical and digital systems. Collection Development hosted a virtual Drop-In Collections conversation, creating space for shared learning and coordination. Acquisitions began receiving first lease orders from new book vendors and updated hundreds of standing order records across all audiences to support high-demand, high-circulation materials. To prepare for upcoming refresh closures, Acquisitions also ordered new delivery bins and rollers to improve storage and handling efficiency.

Cataloging implemented enhancements developed by the Bibliographic Standards Working Group, including new item types and more inclusive subject headings. These updates improve discovery in BiblioCommons while removing outdated or offensive language, supporting equitable and respectful access to collections.

Technology & Community Power

Technical Services strengthened digital equity through technology investments and web improvements. IT purchased a large batch of hotspots from multiple carriers to refresh and expand patron connectivity options. Online Library staff partnered with Marin County's Digital Accessibility team to establish best practices and prepare for compliance with the ADA Title II Web and Mobile Application Accessibility Rule ahead of the April 2026 deadline. Additional updates included publishing a seasonal Winter webpage, expanding Zip Books to allow patron requests for eBooks and eAudiobooks, and redesigning the Learning Bus webpage to highlight staff presence and community relationships. Together, these efforts reinforce access, patron agency, and inclusive digital service.

LIBRARY COMMISSION HR INSIGHTS

Expanding Our Team: Meet the New Additions

Fresh energy has been added to our team! November's natural pause in onboarding gave our internal HR team a meaningful opportunity to regroup and plan intentionally for what's ahead. Rather than simply waiting for the next hiring wave, we used this time to reflect on our progress, strengthen our processes, and align our priorities for the coming months. This intentional planning helped us build a stronger foundation, sharpen our focus, and ensure we were prepared to welcome new staff with clarity and purpose. The result was renewed direction, deeper collaboration, and thoughtful strategies to better support both our team and our community.

Now, we're excited to introduce the newest members of the Marin County Free Library, each bringing unique talents, passion, and enthusiasm to help us continue serving Marin with excellence.

- Paul Skeem joins the Technology Support Services unit as our new Technology Systems Specialist II.
- Oona Padnos joins the Fairfax Library as our new Library Aide.

Growing Ahead: Open Positions and What's Next?

Our team is growing! We're actively recruiting for key roles and bringing on board talented individuals ready to make a difference in serving our community.

- Librarian II at the Marin City – Final interviews are complete, references are confirmed, and we're ready to kick off the new year by onboarding our next team member.
- Library Assistant II at the Fairfax branch – The final interview has been completed, and a selection has been made. We're excited to welcome a new employee starting in January, an excellent way to begin the year.
- Librarian I in the California Room – Recruitment officially launched on December 29, 2025. As we approach the January 26, 2026, closing date, we look forward to sharing updates and next steps for the first interview phase.

Closing the Year Chasing Higher Standards and Lower Numbers

We closed the final month of the year with a clear focus: aimed higher, worked smarter, and let the data tell the story.

In 2024, our HR team set out to pursue a goal that once felt out of reach. For years, our vacancy rate hovered between 20% and 25%, a number that challenged capacity, stretched teams, and demanded a new way forward. We knew improvement required more than good intentions. Procedures had to evolve, bottlenecks had to be identified, and long-standing processes needed honest evaluation. On paper, the plan made sense. In practice, execution would test us.

That challenge is exactly what we embraced. Through intentional changes and consistent follow-through, hope turned into momentum. What once seemed unattainable became reality as we achieved, and sustained, a 10% vacancy rate for 12 consecutive months. It was unfamiliar territory for our department, and proof that disciplined planning paired with commitment can move the needle.

DIRECTOR'S REPORT

As we close the door on 2025 and my last report for 2025, I want to acknowledge a year of tremendous change in our nation and one locally here in Marin. At MCFL, we affirm our values and commitment to ensuring our support for all members of our community. We affirm our mission and vision daily and stand proudly in the service of our [Anti-Racism & Equity Strategic Plan](#), grounded in community and staff feedback.

As I reflect on this year and all we accomplished, I want to thank you for supporting your local library system. Your daily visits, usage of our materials, and program attendance demonstrate in action how important each of our 10 branches, the Bookmobile, or Learning Bus is to you. I also will always thank you for the passage of the library parcel tax, Measure B, which brings in over \$4 million dollars annually in support of a variety of library services. You help us to create the library system of your dreams and the one you need.

We've been busy this past year refreshing our 10 facilities and planning for large-scale capital improvements at our Novato, Civic Center, Fairfax, and Corte Madera libraries. In 2025, we celebrated the extension of our physical spaces with additional outdoor furniture at most of our locations, and an interior refresh of new carpet, paint, and furniture at our Inverness, Stinson Beach, and Point Reyes libraries. We also completed a long-term capital project for the Corte Madera Library, which added an incredible outdoor deck under the redwoods, new electric vehicle chargers, updated patron restrooms, and a new heating and cooling system.

Beyond core infrastructure improvements to our physical spaces, we were also responsive to changing conditions this year. In early January, we wanted to remind our community of the power of libraries as information and resource centers through the [We Stand with You](#) campaign, which has proved to be an essential resource in continually changing conditions on the federal level. In every pivotal moment in 2025, MCFL was there. We curated [Immigrant Rights and Justice Resources](#) and [Food Insecurity Support](#). We connected with mission-aligned community partners continually this year to ensure that across our locations and services, community members received timely and essential information that was of assistance locally.

In 2025, we also brought joyful learning experiences forward. We brought visibility to and expanded offerings in our [Library of Things](#). I never knew pickle ball would be such a sport, but it is! Your local library can help by providing tools to the game. We embraced community power and local art through our incredibly successful [Library Card Design Contest](#) and a partnership with the Marin City Historical & Preservation Society to install new [bus stop wraps in Marin City](#) featuring illustrations of prominent residents who have lived in Marin City for generations. All these services reflect deep listening to our community members on what is needed in the moment and putting those needs into action.

In close of 2025, I also want to thank each staff member of the Marin County Free Library for their efforts this past year. We are an amazing library system that continues to grow, evolve and blossom with your commitment, heart, and choice to go above and beyond. Thank you for an incredible year, MCFL team.

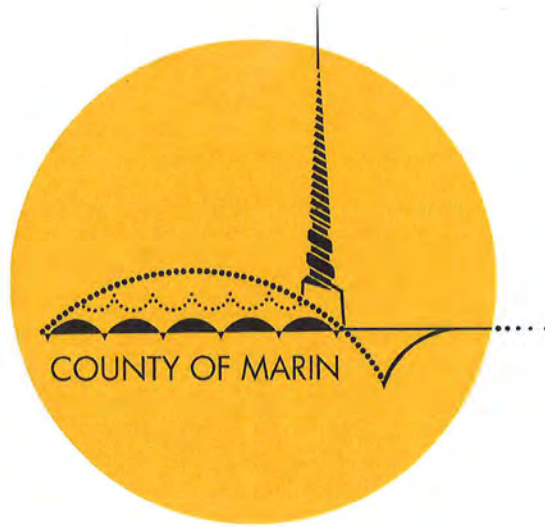
As we welcome in 2026, Marin County Free Library will be the library you need, when you need it. We rise to this challenge daily in every community we serve and visit. We will preserve the right of our community members to freely access information and resources in your local libraries and these community spaces that we know as home.

Happy New Year!

Lana



Lana Adlawan,
Director of County
Library Services



THANK YOU

As we reflect on another season of growth, creativity, and connection, we are grateful for the continued guidance and support of the Library Commission. Your dedication helps us expand opportunities, nurture equity, and celebrate the voices of our diverse communities. Thank you for championing the work of MCFL and for walking alongside us as we bring joy, learning, and belonging to Marin. Together, we are building a stronger, more vibrant Library for all.

MEASURE A CAPITAL PROJECTS SUMMARY FY 25/26

Project No.	Project Title	Service	BUDGET 25/26	BUDGET 24/25	BUDGET 23/24	BUDGET 22/23	BUDGET 21/22	BUDGET 20/21	BUDGET 19/20	BUDGET 18/19	Total Expended FY 18/19 to 25/26
		CONSTRUCTION PROF. SRVC. MISC.			1 MIL	1 MIL	1 MIL	2 MIL	500K	500K	
					\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 1,500,000.00	\$ 400,000.00	\$ 400,000.00	
					\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	\$ 75,000.00	
					\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	
54LP05ROOF	Novato Measure A Project	Professional Services 522510			\$ 7,472.00	\$ 640.00	\$ 128,717.10	\$ 441,615.60	\$ 27,684.63	\$ 29,651.45	\$ 63,563.45
		Construction 540210									\$ 598,657.33
		Miscellaneous Costs 522310									\$ -
		DPW Labor 561110									\$ 131,962.48
	Project Completed										\$ 794,183.26
54LP06ROOF	Corte Madera Measure A Project	Professional Services 522510				\$ 11,626.00	\$ 1,374.00	\$ 46,986.00	\$ 67,766.30		\$ 127,754.30
		Construction 540210	\$ 6,015.00	\$ 56,646.20	\$ 149,048.10	\$ 496,594.95	\$ 582,421.45	\$ 52,663.20	\$ 52,663.20		\$ 1,343,388.90
		Miscellaneous Costs 522310				\$ 7,335.64		\$ 279.38			\$ 7,615.02
		DPW Labor 561110			\$ 10,072.00	\$ 85,494.72	\$ 119,676.85	\$ 27,867.41			\$ 243,110.78
	Project Completed		\$ 6,015.00	\$ 56,646.20	\$ 170,746.10	\$ 590,799.31	\$ 749,084.10	\$ 148,578.29			\$ 1,721,869.00
54LP07ROOF	Fairfax Measure A Project	Professional Services 522510				\$ 7,830.00	\$ 8,635.00	\$ 39,305.00			\$ 55,770.00
		Construction 540210						\$ 41,436.77	\$ 59,980.00		\$ 100,416.77
		Miscellaneous Costs 522310									\$ -
		DPW Labor 561110				\$ 2,376.12	\$ 27,876.77	\$ 39,507.54	\$ 6,600.16		\$ 76,360.59
	Project Completed					\$ 10,206.12	\$ 36,511.77	\$ 120,249.31	\$ 65,580.16		\$ 232,547.36
54LP10FAI	Fairfax Life Safety Project	Professional Services 522510				\$ 5,772.00					\$ 13,412.95
		Construction 540210			\$ 7,640.95	\$ 322,615.23	\$ 223,207.80				\$ 545,823.03
		Miscellaneous Costs 522310									\$ -
		DPW Labor 561110			\$ 25,042.65	\$ 68,678.61	\$ 41,266.92				\$ 134,988.18
		Transout 580110				\$ 5,545.00					\$ 5,545.00
	Project Completed				\$ 355,298.83	\$ 303,203.41	\$ 41,266.92	\$ -			\$ 699,769.16
54LP13HVAC	Corte Madera HVAC Project	Professional Services 522510									\$ 16,560.47
		Construction 540210	480.00	\$ 16,080.47							\$ 734,805.01
		Miscellaneous Costs 522310			\$ 3,346.50						\$ 17,377.56
		DPW Road Services 561230			\$ 6,304.33						\$ 6,304.33
		DPW Labor 561110			\$ 35,246.80						\$ 125,348.41
	Project Completed		480.00	\$ 806,467.67	\$ 51,652.01	\$ 38,449.80					\$ 900,395.78
S Novato Measure A Project		Professional Services 522510									\$ 36,000.00
		Construction 540210						\$ 36,000.00			\$ 36,000.00
		Miscellaneous Costs 522310									\$ -
		DPW Labor 561110									\$ -
	Project Completed							\$ 36,000.00	\$ -		\$ 36,000.00
54LPMISC	Measure A MISC Proj	Professional Services 522510									\$ 1,248.00
		Construction 540210									\$ 23,612.95
		Miscellaneous Costs 522310									\$ -
		DPW Labor 561110									\$ -
	Project Completed										\$ 25,060.95
1/16/2026			480.00	\$ 812,482.67	\$ 466,943.54	\$ 530,717.23	\$ 825,131.95	\$ 1,449,516.81	\$ 299,492.36	\$ 25,060.95	\$ 4,409,825.51

MEASURE B CAPITAL PROJECTS SUMMARY FY 25/26

Project No.	Project Title	Service	BUDGET 25/26	BUDGET 24/25 Measure B 2.5 ML	Total Expended FY 24/25 9/10/25
		Furniture Flooding/Carpet Painting			
	Refresh Project 10 Libraries				
54LP16RFMB	Measure B	Furniture	\$ 183,941.66	\$ 275,912.08	\$ 459,853.74
54LP16RFMB	Measure B BOL, INV, PRE & STB	Carpet	\$ 34,771.00		\$ 34,771.00
54LP16RFMB	Measure B	Painting			\$ -
			\$ 218,712.66	\$ 275,912.08	\$ 494,624.74
1/16/2026			\$ 218,712.66	\$ 275,912.08	\$ 494,624.74

Marin County Free Library Commission

Facilities Overview

January 16, 2026



FACILITY IMPROVEMENT GOALS

MARIN COUNTY BOARD OF SUPERVISORS WORKPLAN

FY 2024-2026

Revamp the interior space for library patrons and staff at all 10 branches in FY 2024-26, with improvements ranging from new furniture, paint, and accessible technology.



MEASURE B – Approved by voters at 76.59%

Upgrade library facilities

BIENNIAL LIBRARY COMMISSION GOALS FY 2024-26

Complete a facility assessment of four County-owned branches to identify a Multi-Year Capital Plan for Measure B funds. The priority of improvements will be determined by community need through a racial equity lens. The Library Commission, as the fiscal oversight committee for Measure A and B, will approve an allocation of Measure B funds to complete necessary capital improvements for the library system.

Complete interior refresh project for all 10 branches of the Marin County Free Library system. Upgrades to our spaces include additional support for technology access and use; new furniture, carpet and paint; and flexible shelving to allow for additional program and event space.

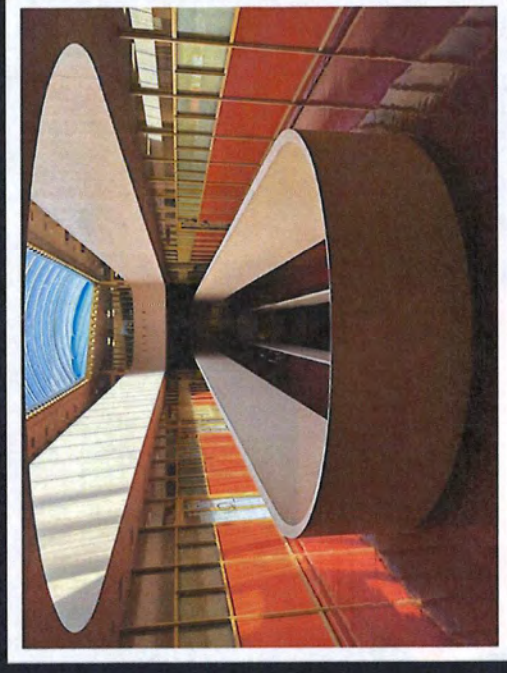


Photo by Terry Peck

Library Improvement Projects Now - 2030

INTERIOR
10-BRANCH
REFRESH
PROJECT

HEALTH &
SAFETY
BUILDING
IMPROVEMENTS

COUNTY-
OWNED
BUILDING
RENOVATIONS

Noll & Tam Architects Interior Refresh Project *Implementation*

INTERIOR
10-BRANCH REFRESH
PROJECT

Communication strategy for the 10-branch Interior Refresh Project:

- Overall purpose of refresh project on [webpage](https://marinlibrary.org/refresh/) — (<https://marinlibrary.org/refresh/>)
- Plans per branch (similar to Corte Madera, each branch will have designs, photos, and updates)

LIBRARY REFRESH 2025-2026

Versión en español / Spanish version



The refresh project for all ten branches of the Marin County Free Library will revamp our interior spaces for library patrons and staff, with improvements ranging from new furniture, paint, and accessible technology. This project is a direct outcome of the voter-approved 2022 Measure B funding for library services, operations, and facility improvements.

This project makes recommended improvements to better serve the local communities of each library branch consistent with the MCFE [Long-Range & Equity Strategic Plan](#).

Upgrades will vary from branch to branch. You can find more details for each branch below. Click on the designs to get a closer look at the plans.

As the project starts to take shape, we'll be sharing more information here - including updates and any service impacts.

Fairfax Library



[View Fairfax Design Plan](#)

Fairfax Library Upgrades:

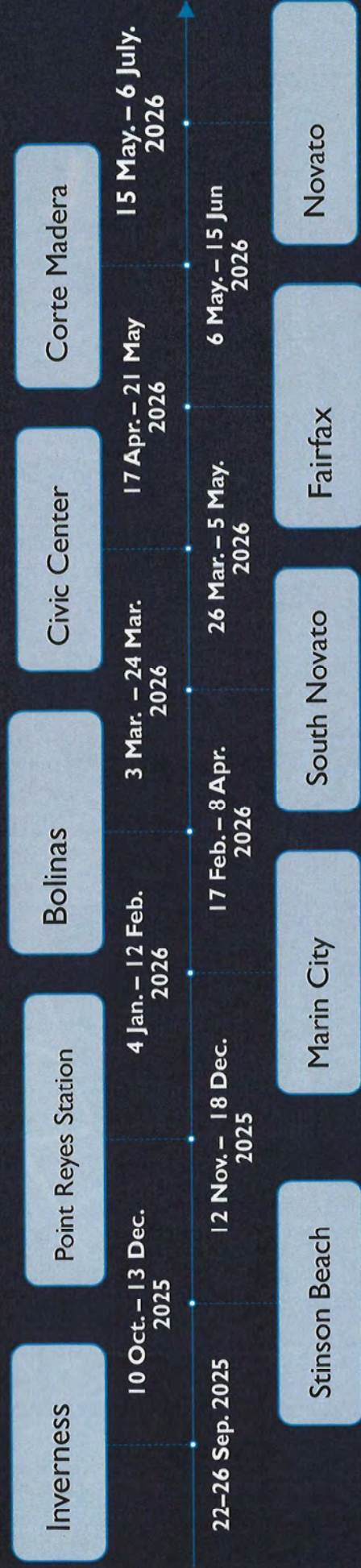
Nature-Themed Children's Area: A nature-inspired theme with new shelving and engaging, interactive elements.

New Seating & Workstations: New tables, chairs, and lounge areas to provide quiet reading and study spaces for all age groups.

Outdoor Seating: New outdoor seating options, including tables and lounges, to create a relaxing outdoor space.

New Carpet: Fresh new carpet to rejuvenate the space and create a more welcoming atmosphere.

10 Branch Draft Refresh Timeline



Outdoor Furniture - Fairfax, Point Reyes, Inverness, South Novato & Stinson Beach Branches

Fairfax



Point Reyes



Inverness



Stinson Beach



Completed Refresh - Inverness Library



Completed Refresh Stinson Beach Library

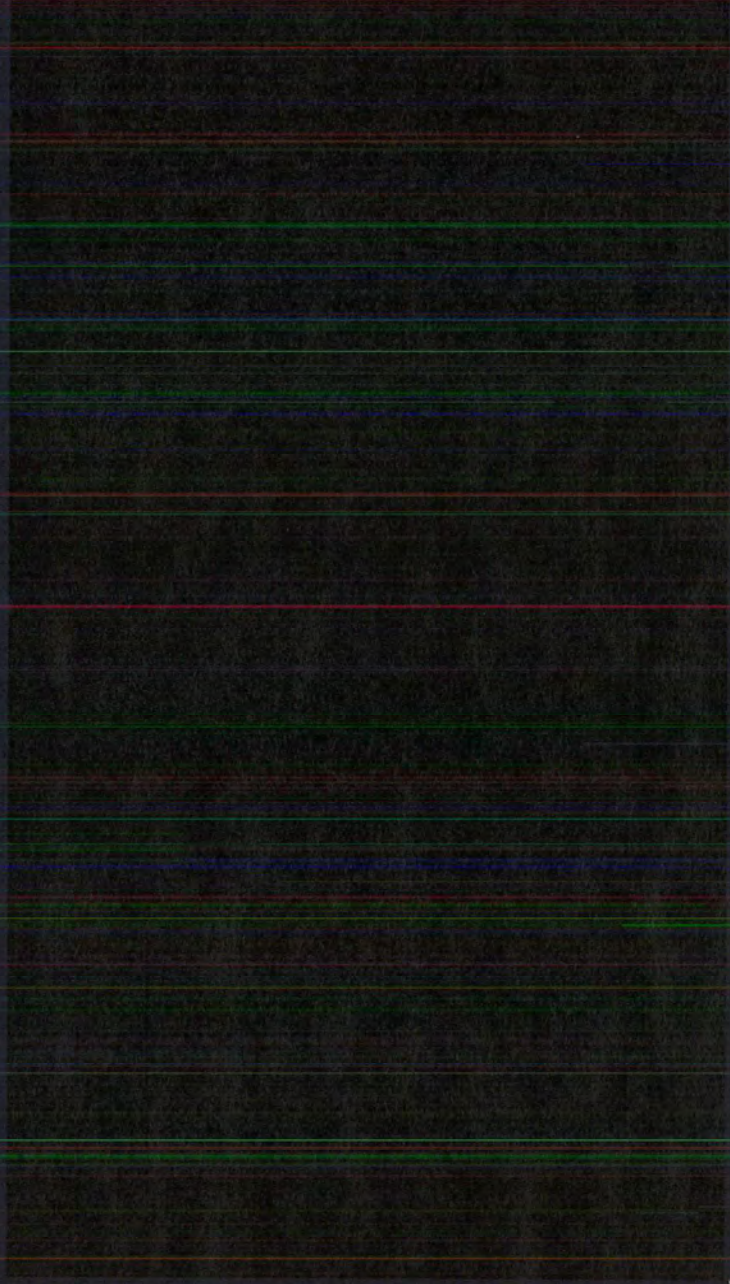
 MARIN COUNTY
FREE LIBRARY



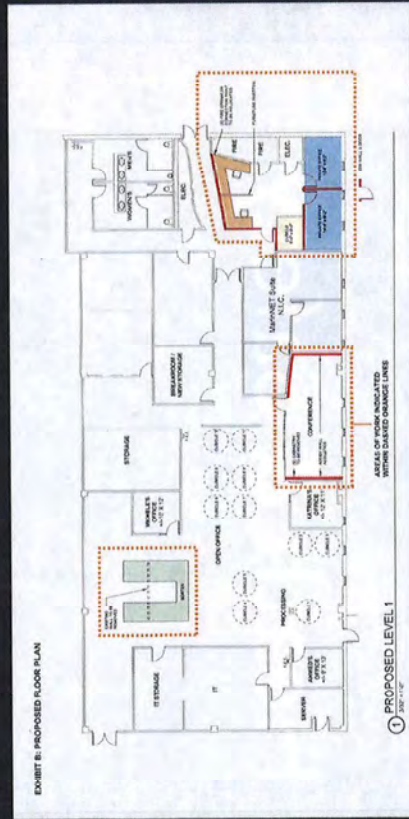
Completed Refresh Point Reyes Library



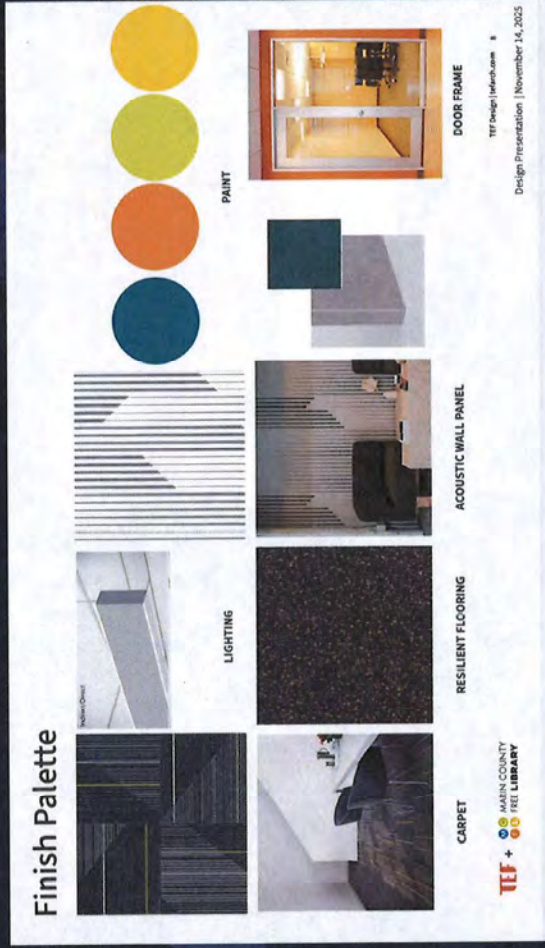
A Glimpse Into the Joy of Reopening!



2026 Technical Services Refresh (Los Gamos offices)



New automated materials handling machine, New TEC space and design!





Heath & Safety





From May 2024 Multi-Year Capital Plan Review

*Construction Cost Estimate – Four County Facilities

BRANCH	ESTIMATED IMPROVEMENT COSTS
CIVIC CENTER (2026-27)	\$3,427,583.00
NOVATO (2025-27)	\$7,000,358.00
FAIRFAX (2027-29)	\$4,525,088.00
CORTE MADERA (2028-29)	\$5,619,437.00
TOTAL	\$20,572,466.00

* Additional financing and soft costs will be incurred.

Novato Capital Improvement Project – Strategic Pause

This strategic pause strengthens decision-making, mitigates risk, and ensures responsible stewardship of public resources.

- Complete floodplain assessment
- Conduct seismic and structural safety evaluations
- Evaluate feasibility, and cost–benefit to guide investment decisions
- Applying the same assessment approach to the Corte Madera Library

Capital Improvements – Full Steam Ahead

- Capital planning continues moving forward across the system
- While assessments proceed for Novato and Corte Madera, no projects are idle
- Work on the Civic Center Library is moving forward next



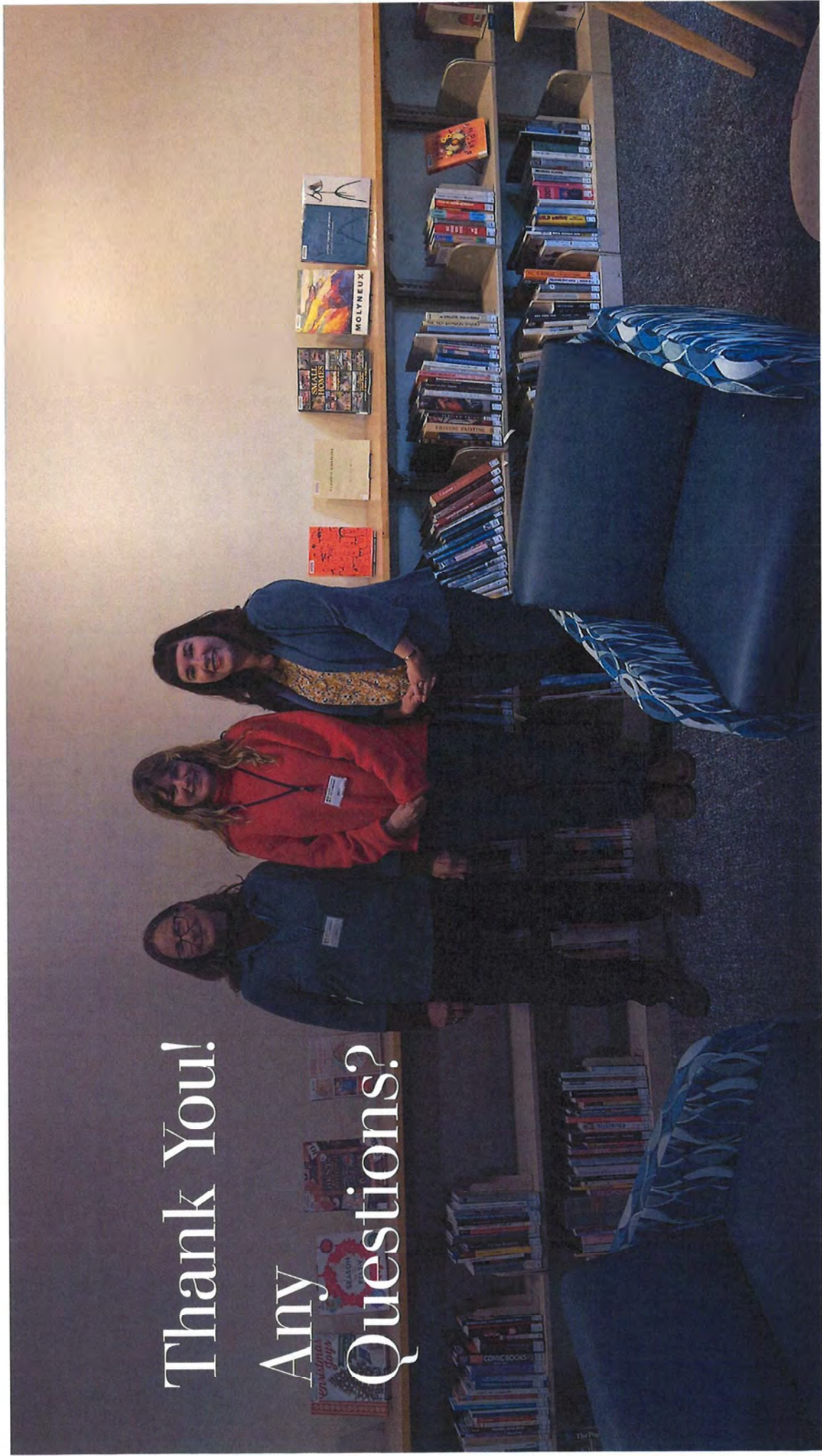
Key Takeaways

- All refreshes and capital improvement projects are supported by Measure B funding
- Civic Center Capital Improvement Project is up next while we assess Novato and Corte Madera Libraries for seismic, floodplain and overall cost feasibility

County-Owned Facilities	Leased Facilities
Novato	Stinson Beach
Fairfax	Bolinas
Civic Center	Point Reyes
Corte Madera	Inverness
	Marin City
	South Novato Library

- Library Refresh Project ends in 2026 and Capital Improvement Project in 2030
- Community & staff gathered and incorporated for all projects

Thank You!
Any
Questions?



MARINet Board Meeting Minutes

Thursday, October 2, 2025



Meeting Held at: 375 Throckmorton Ave, Mill Valley, CA 94941

Present:

Board Chair: Anji Brenner (Mill Valley)

Board: Crystal Duran (Belvedere Tiburon), Sarah Frye (College of Marin), Amy Gilbert (Dominican), Lana Adlawan (MCFL), Linda Kenton (San Anselmo), and Catherine Quffa (San Rafael)

MARINet Staff: Jessica Trenary

Brenner called the meeting to order at 9:33 a.m.

- I. Determination of a Quorum – Yes
- II. Public Comment Period – None
- III. Business Topics
 - A. Approval of Minutes from Previous Meeting (*Action*) - **Adlawan moved to approve the August 7, 2025, meeting minutes, Kenton seconded. Unanimously approved by a voice vote.**
 - B. MARINet Meeting Schedule (*Action*) - **Duran moved to approve the MARINet Board FY 25-26 Meeting Schedule tentatively cancelling the January and April 2026 meetings, Gilbert seconded. Unanimously approved by a voice vote.**
 - C. Library Facilities Updates – COM, MCFL, SAN, SRPL (*Discussion*) – Several libraries will close for renovations in the coming months. Dates and services may shift, but current plans include:
 - San Rafael: Downtown reopened, opening celebration had over 1,000 people. Pickleweed will be closed late September through mid-October, with alternate services at Al Boro Community Center. Lockers are on order. Full reopening expected spring or summer 2026. MCFL Learning Bus will stop at Pickleweed.
 - San Anselmo: Temporary Mini Library opening mid-October in the Town Plaza, main library reopening late January 2026.
 - College of Marin Kentfield: Closing October 20 for relocation, reopening start of spring semester, January 2026. Indian Valley collection also unavailable during closure.
 - MCFL: 10 Branch Refresh Project underway, with staggered branch closures through June 2026. Updated timelines available on MCFL's Branch Refresh Page. Inverness completed.
 - D. Board Resolution – CA State Library Grant (*Action*) - The Board reviewed the MOU for the California State Library Grant. The contract was included in the packet and reviewed by Marin County Counsel. Counsel advised that MARINet request the arbitration venue

MARINet Board Meeting Minutes

Thursday, October 2, 2025



be changed to Marin County and that insurance coverage be secured. Trenary will sign the MOU pending these adjustments. **Duran moved to authorize Trenary to sign the MOU for the California State Library Grant, contingent upon revision of the arbitration venue to Marin County and confirmation of required insurance coverage, Kenton seconded. Unanimously approved by a voice vote.**

- E. Working Groups (*Discussion*) – Adlawan asked whether the working groups are meeting the Board’s needs, noting that in prior years the Chair presented annual goals to the Board. Trenary emphasized that if the Board expects Chairs to present goals, Board Members must support their Chairs in this role. Trenary reported that all recommendations from the December 2023 *Streamlining MARINet Meetings* report have been implemented, including chair and note-taker rotations, scheduled meetings with agenda reminders, the merger of Children’s and Teen Services into the Youth Services affinity group, and streamlined Board agenda processes. She further noted that the working groups are effectively meeting MARINet’s needs and that staff may want to make greater use of their professional connections in the groups. The Board requested this item be added as an Action for the November meeting.

MARINet Working Groups:

- Bibliographic Standards Working Group – Chair San Anselmo
 - Circulation Working Group – Chair Larkspur
 - Digital Resources Working Group – Chair Sausalito
 - Youth Services Working Group – Chair Mill Valley
- F. AMH at MCFL Tech Services (*Discussion*) - The Board reviewed the understandings outlined between MARINet and MCFL regarding the purchase, installation, and maintenance of an Automated Materials Handling (AMH) system at MCFL Technical Services. Of the \$500,000 originally allocated in 2021 for RFID conversion, \$231,529 remains and will be applied to this project. Under the agreement, MCFL will oversee procurement, daily operations, and maintenance, while MARINet will provide technical integration and purchase bins for the city and academic libraries. A Board Resolution will be brought forward once MCFL has purchased the AMH to authorize transfer of the funds.
- G. Board Task Force Updates
- eBook (*Action*) - The Board reviewed the eBook Task Force proposal to reduce OverDrive holds and checkout limits from 25 to 15 starting November 1, 2025, with the goal of lowering wait times and improving access. Communication to patrons will take place in October, settings will be updated in November, and results will be evaluated in March 2026. **Kenton moved to lower OverDrive holds and checkouts to 15, Duran seconded. Unanimously approved by a voice vote.**

MARINet Board Meeting Minutes

Thursday, October 2, 2025



- Equity (*Discussion*) - The Equity Task Force completed its planned meetings with all MARINet working groups to introduce and gather feedback on the Commitment to Equity statement. Thanks to Lana for her participation and support. The Task Force will continue to gather input.
- Library Support Groups (*Discussion*) - Paul Signorelli will facilitate a half-day interactive session on October 17, 2025 at the Belvedere Tiburon Library focused on collaboration, storytelling, and advocacy for Marin library support groups. The program will engage Library Friends and Foundation members in developing strategies for volunteer engagement, advocacy, and community support.

H. CENIC Update from Stanley Han, Associate Vice President, Engagement, CENIC (*Discussion*) – Han provided an overview of CENIC and its work with libraries, including updates on projects relevant to public libraries. He highlighted CENIC AIR, CENIC's artificial intelligence resource, and proposed a discussion with Tom DeFanti. Han will be meeting with California State Library. He also introduced C2TAG (CENIC Community Technology Affinity Group), which includes a mailing list, Slack channel, and regular meetings and webinars. Current discussions focus on security, the member portal, and future opportunities.

IV. Standing Agenda Items

A. Library Advocacy (*Discussion*) – Duran provided an update on California legislative priorities, including requests for one-time funding from the State Library for AI training and \$15 million from Proposition 4 to support public libraries as emergency centers for disaster response. She noted that eBook pricing disparities between consumer and library markets might be a legislative issue this year. Trenary reported that, although the State Library had announced the end of its New York Times subscription effective June 30, 2025, it has reversed course and will provide statewide access to the "Basic News" package from October 2025 through August 2026. MARINet will maintain its own "All Access" subscription, which includes cooking and other features, through June 30, 2026. The State Library will also continue the California Libraries Learn (CALL) grant program in FY 2025–26, with activities beginning September 29, 2025, and ongoing opportunities available through the CALL calendar and CALL Academy.

B. Library Announcements (*Discussion*) –

- Quffa (San Rafael) – Hired three new librarians, with interviews underway for additional recruitment. A new marketing coordinator has joined Library and Recreation, and new promotional materials are in development.
- Kenton (San Anselmo) – Preparing for the library's relocation.
- Gilbert (Dominican) – Hosting a banned books read-a-thon, weekly "Little Penguin" story time on Fridays, and undertaking a library refresh.
- Frye (College of Marin) – Supporting current staffing changes and library move.

MARINet Board Meeting Minutes

Thursday, October 2, 2025



- Duran (Belvedere-Tiburon) – Partnering with Reed Union School District on student library cards, collaborating with BAYREN on building sustainability initiatives, and planning physical collection shifts in December.
 - Adlawan (MCFL) – Continuing the 10 branch Refresh Project; Supervisor Colbert introduced a resolution in support of Banned Books Week.
 - Brenner (Mill Valley) – Conducting a public survey and hosting an after-hours event on artificial intelligence.
- C. Systems Administrator Report (*Discussion*) – Trenary reported on completed 2025 projects including Auto Situs, the ticketing system, and student cards, with contingency planning and new notices still in progress. CENIC optimization project will be postponed in favor of the CENIC Firewall project. Recent highlights include a Sierra upgrade, improved school card workflows, SSL certificate savings, support for multiple library closures, and continued work on school catalog records, the annual audit, and upcoming NorCal IUG and BiblioCommons conferences.

Brenner adjourned the meeting at 11:44 am

Minutes respectfully submitted by Trenary

MARINet Board Meeting Minutes

Thursday, November 6, 2025



Meeting Held at: 375 Throckmorton Ave, Mill Valley, CA 94941

Present:

Board Chair: Anji Brenner (Mill Valley)

Board: Crystal Duran (Belvedere Tiburon), Lana Adlawan (MCFL), Linda Kenton (San Anselmo), Catherine Quffa (San Rafael), and Jeffrey Jackson (Sausalito)

MARINet Staff: Jessica Trenary

Brenner called the meeting to order at 9:30 a.m.

- I. Determination of a Quorum – Yes
- II. Public Comment Period – None
- III. Business Topics
 - A. Approval of Minutes from Previous Meeting (*Action*) – **Adlawan moved to approve the October 2, 2025, meeting minutes, Kenton seconded. Unanimously approved by a voice vote.**
 - B. Belvedere Tiburon Sustainability Initiative (*Discussion*) – Duran reported that the initiative began in 2022 with a small green team. In 2024 the library used the Sustainable Libraries Initiative framework to review environmental practices. The framework is detailed and offers a certification path. The project is scheduled to conclude in 2026. The work centers on community co-design in which patrons participate in planning and decision making. Recent results include new Library of Things items such as a karaoke machine, highchair, ice cream maker, and fruit picker.
 - C. Annual Retreat Planning (*Discussion*) – Brenner announced that the MARINet Board annual retreat will be postponed until May 7th for full board participation, with plans to focus the retreat on censorship issues and meeting the moment. Trenary's evaluation will be in December at a closed session. For board members that can't attend the December closed session, comments can be sent to Adlawan ahead of the meeting. The Equity Task Force will be gathering results from the working group survey and project priorities will be presented in February, with a project plan proposal.
 - D. Board Resolution: Enlarge Equipment Budget, CA State Library CENIC Firewalls Grant (*Action*) - The Board approved a resolution to enlarge the equipment budget to incorporate funds from the California State Library CENIC Firewalls Grant, supporting network security and infrastructure improvements. **Duran moved to approve the resolution, Quffa seconded. Unanimously approved by a voice vote. Hill (Larkspur) submitted his absentee vote "yes" in writing ahead of the meeting.**
 - E. SIP2 & Express Lane Licenses (*Action*) – Trenary explained the proposal to add five additional SIP2 licenses to meet current and future connection needs, outlining associated one-time and annual costs, as well as the cost-sharing plan for SIP2 and

MARINet Board Meeting Minutes

Thursday, November 6, 2025



Express Lane connections among member libraries. College of Marin will pay the one-time fee for five SIP2 licenses, out of their seven new SIP2 connections (two lockers and five self-checks). MARINet will assume the annual fees. **Kenton moved to approve adding five additional SIP2 licenses at a one-time cost of \$11,885 – which will be billed to College of Marin - and MARINet will assume the annual fee, with future libraries covering initial setup costs while MARINet assumes ongoing annual fees for SIP2 and Express Lane connections, Duran seconded. Unanimously approved by a voice vote.**

- F. MARINet Working Groups (*Action*) – The Board discussed having each working group create annual goals tied to MARINet’s purpose, principles, and commitment to equity. The Board is interested in having all working group Chairs attend one Board meeting each year to report on progress and help set future goals. **Quffa moved to form a Board Task Force of Quffa, Kenton, and Duran, with Hill (if he agrees to participate), to develop a proposal on the structure and roles of MARINet working groups. Jackson seconded. The motion passed unanimously by voice vote.**

Brenner called for a break at 10:39 am.

The meeting resumed at 10:45 am.

- G. Board Resolution: AMH at MCFL Tech Services (*Action*) - **Quffa moved to approve the resolution enlarging the MARINet equipment budget by \$15,000 from Prior Year Fund Balance (PYFB) and authorizing the transfer of \$216,529 from the MARINet Reserve Fund (8025) to MCFL for the purchase of the AMH at MCFL Tech Services; Kenton seconded, and the motion was unanimously approved by voice vote. Hill (Larkspur) submitted his absentee vote “yes” in writing ahead of the meeting.**

- H. Board Task Force Updates:

- eBook (*Discussion*) – Trenary reported that reduced Libby hold and checkout limits took effect November 1, with impacts to be reviewed in March, and that the new financial framework for OverDrive establishes a \$338,000 library spending target for FY25–26, distributed equitably based on each library’s Local Operating Income per Capita and included annually with member library budget information.
- Equity (*Discussion*) – Out of four working groups with 41 members, we have gotten 4 responses to the survey as of 11/5. One from Belvedere Tiburon, one from San Rafael and two anonymous. Trenary will send the Board a link and a list of working group members. The survey will close next Friday, 11/14.
- Library Support Groups (*Discussion*) - Adlawan reported that the October 17 celebration for Library Friends and Foundation members at the Belvedere-Tiburon Library was well attended, 30-35 friends, foundation, or other support group members. Board members reported the support groups felt energized by the meeting. A survey will go out and results will be shared with the Board at a

MARINet Board Meeting Minutes

Thursday, November 6, 2025



future meeting. The Board was appreciative of the work of Adlawan, Kenton, and Duran and thankful to Belvedere Tiburon for hosting.

IV. Standing Agenda Items

- A. Library Advocacy (*Discussion*) – CA State Library Directors call is happening soon. One item is a report on expected services at every CA library. Marin County is quickly moving forward to assist with funding and support for food insecurity. [Extra Food](#) will pick up donated dry goods from the MCFL libraries. San Rafael and Sausalito are working with SF/Marin Food Bank. If other libraries would like to partner with MCFL, please reach out to Adlawan, to add locations where dry good donations would be accepted. The California Library Association (CLA) Board has officially adopted their [2026 Legislative Priorities](#):

1. Increase funding for core library programs, including restoring CLSA, Lunch at the Library, and ESL literacy support
2. One time funding for digital literacy and AI training, and for libraries to strengthen facilities to serve as community resilience centers during climate events
3. Sustain key federal funding streams such as Summer Meals, E Rate, and IMLS, and seek state bridge funding if federal support is reduced
4. Advance equitable access including broadband equity, freedom to read, fair pricing for digital content, support for law libraries, support for construction funding, and continued support for the State Library

Kenton left the meeting at 11:29 am

B. Library Announcements (*Discussion*) –

- Duran – Recruitment for Children’s Librarian, particularly Spanish speakers.
- Jackson – Zoom room pod getting great use. Audiovisual system upgrade nearly finished.
- Quffa – Pickleweed remodel is underway. Community center lobby service desk, while library is closed. Almost back to full staffing. Restarting teen advisory group.
- Adlawan – Refresh moving along, Stinson Beach closure extended.
- (Sent ahead of meeting via email to Trenary) Frye –
 - The move is going smoothly! We can’t wait to welcome everyone when we open on Tuesday, January 20th. We’ll have an information literacy classroom, 18 reservable group study rooms for students, a beautiful view of Mount Tam, and a coffee shop just steps away from the library! COM is holding a Ribbon Cutting Ceremony in February 2026.

MARINet Board Meeting Minutes

Thursday, November 6, 2025



- COM is hiring two [Library Technician III positions](#). The priority screening date was November 3, 2025.
- Brenner – Cover Girls in Point Reyes Station helped reupholster furniture. Events are very well attended, moving from the meeting room to larger room. Successful survey completed, with many responses.
- C. Systems Administrator Report (*Discussion*) – Trenary reported signing the grant MOU, and other operational updates including branch closure work, implementation of the Libby limits change with systemwide communications, progress on school card automation, and completion of the annual audit. Trenary also reported on the BiblioCommons conference, highlighting upcoming AI-driven features, user experience improvements, and future enhancements to digital services.

Brenner adjourned the meeting at 11:58 am

Minutes respectfully submitted by Trenary