



SAN RAFAEL

LIBRARY AND RECREATION

BOARD OF LIBRARY TRUSTEES

MINUTES

City Hall Large Conference Room, Third Floor

1400 5th Ave, San Rafael, CA

August 13, 2024 – 6:00 P.M.

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=W14toCfX-Yw>

CALL TO ORDER

Vice Chair Andow called the meeting to order at 6:03 P.M.

Roll Call

Present:

Trustee Andow

Trustee Cortes

Trustee Kyle

Trustee Lee

Absent:

Chair Vahdat

Also Present:

Alejandra Barrios, Interim Supervising Librarian

Daniel Avalos, Assistant Library & Recreation Director/City Librarian

Catherine Quffa, Library & Recreation Director

Jinder Banwait, Administrative Analyst

MINUTES

1. Approve Regular Meeting Minutes of June 25, 2024

Trustees provided comments.

The minutes of June 25, 2024 were approved as submitted.

Trustee Kyle moved, and Trustee Cortes seconded to approve the minutes of the June 25, 2024 meeting.

Ayes: Trustees: Andow, Cortes, Kyle, and Lee
Noes: Trustees: None
Absent: Trustees: Vahdat
Abstain: Trustees: None

Minutes approved as submitted.

Vice-Chair Andow invited public comment; however, there was none.

OPEN TIME FOR PUBLIC EXPRESSION

Public Comment from the audience regarding items not listed on the agenda.
None

SPECIAL PRESENTATIONS

- 2. Introduction of Daniel Avalos, Assistant Library & Recreation Director**
Staff responded to questions from the Trustees.
Trustees provided comments.
Vice-Chair Andow invited public comment; however, there was none.

OTHER AGENDA ITEMS

- 3. a. Pickleweed Branch Library Renovation Project Update and Schematic Design Presentation**
Staff report by Catherine Quffa, Library & Recreation Director and presentation by Abraham Jayson, Principal/Architect with Jayson Architecture
Staff responded to questions from the Trustees.
Trustees provided comments.
Vice-Chair Andow invited public comment; however, there was none.
- b. Consider Canceling September Library Board Meeting**
Staff report by Catherine Quffa, Library & Recreation Director
Staff responded to questions from the Trustees.
Trustees provided comments.
The meeting of September 10, 2024 cancellation was considered and accepted as recommended. A special meeting “field trip” of the temporary pop-up library at 1009 4th St. was scheduled instead.
Trustee Andow moved, and Trustee Cortes seconded to cancel the September 10, 2024 meeting, and meet at 1009 4th St. instead.

Ayes: Trustees: Andow, Cortes, Kyle, and Lee
Noes: Trustees: None
Absent: Trustees: Vahdat
Abstain: Trustees: None

September 10, 2024 meeting cancelled. Special "field trip" meeting of 1009 4th St. scheduled.

Vice-Chair Andow invited public comment; however, there was none.

STAFF LIAISON REPORT

4. Other brief program updates or reports on any meetings, conferences, and/or seminars attended by staff.

Presentation by Catherine Quffa, Library & Recreation Director

Staff responded to questions from the Trustees.

Trustees provided comments.

COMMISSIONER REPORTS

5. Other brief reports on any meetings, conferences, and/or seminars attended by the Board members.

Trustees provided comments.

Vice-Chair Andow invited public comment for agenda item four and agenda item five; however, there was none.

NEXT MEETING: October 8, 2024

ADJOURNMENT

The meeting was adjourned at 7:15 P.M.