



**San Rafael Library – 1100 E Street, San Rafael, CA
February 09, 2021 – 6:00 P.M.**

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=5rlx2NLMRRE>

CALL TO ORDER

Chair Cortes called the meeting to order at 6:01 P.M.

Roll Call

Present: Chair Cortes
Trustee Duque Hughes
Trustee Han
Trustee Lentini
Trustee Ross

Absent: None
Trustee Duque Hughes entered the meeting at 6:04 PM
Trustee Ross entered meeting at 6:05 PM

Also Present: Susan Andrade-Wax, Library & Recreation Director
Henry Bankhead, Assistant Library & Recreation Director/City Librarian
Jinder Banwait, Administrative Analyst
Jaimi Poirier, Supervising Librarian

AGENDA AMENDMENTS

None.

MINUTES

- 1. Approve Regular Meeting Minutes of January 12, 2021**
The minutes of January 12, 2021 were approved as submitted.
Trustee Han moved, and Trustee Lentini seconded to approve the minutes of the January 12, 2021 meeting.

Ayes: Trustees: Duque Hughes, Han, Lentini, & Cortes
Noes: Trustees: None
Absent: Trustees: Ross
Abstain: Trustees: None

Minutes approved as submitted.

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

Presentation by Supervising Librarian Jamie Poirier on Marin County Emergency Rental Assistance for COVID 19

Jaimi Poirier, Supervising Librarian, presented the staff report.

Staff responded to questions from the Trustees.

Chair Cortes invited public comment; however, there was none.

Trustees provided comments.

3. Public Comment from the audience regarding items not listed on the agenda

None.

MATTERS BEFORE THE BOARD

4. Review of FY 2020-2021 Second Quarter Library Budget Report

Presentation by Henry Bankhead, Assistant Library and Recreation Director/City Librarian

Staff responded to questions from the Trustees.

Chair Cortes invited public comment; however, there was none.

Trustees provided comments.

5. Review of Proposed Library Board of Trustees Workplan for 2021

Presentation by Henry Bankhead, Assistant Library and Recreation Director/City Librarian

Staff responded to questions from the Trustees.

Chair Cortes invited public comment; however, there was none.

Trustees provided comments.

Trustee Ross moved, and Trustee Lentini seconded to approve the Workplan with an agreement that it stay flexible and with changes and the addition of the following items:

- Add, Incentivizing Returns
- Add, Retrospective, Lessons Learned, Operational Changes due to the Pandemic

- Add, Investment of Donated Funds
- Change, move up item “Spanish Speaking Families”

Ayes: Trustees: Duque Hughes, Han, Lentini, Ross, & Cortes
 Noes: Trustees: None
 Absent: Trustees: None
 Abstain: Trustees: None

Workplan 2021 approved with recommended additions and the ability for flexibility.

Chair Cortes recommended that going forward, it would be helpful if links are added to the packet about agenda topics so that the Library Board can be more informed and prepared for the meetings.

BOARD REPORTS AND COMMENTS

6. None

STAFF REPORTS AND COMMENTS

7. Staff provided updates regarding the following meetings and events:

Presentation by Henry Bankhead, Assistant Library and Recreation Director/City Librarian and Susan Andrade-Wax, Library & Recreation Director

Staff responded to questions from the Trustees.

Trustees provided comments.

- A. Measure D Parcel Tax Committee
- B. Friends of the San Rafael Public Library
- C. San Rafael Public Library Foundation
- D. MARINet Board
- E. NorthNet Board
- F. New Library Building Update
- G. City Librarian Update

NEXT MEETING: March 9, 2021

FUTURE AGENDA TOPICS

Master Fee Schedule Update

ADJOURNMENT

The meeting was adjourned at 7:30 P.M.