



**San Rafael Library – 1100 E Street, San Rafael, CA
October 12, 2021 – 6:00 P.M.**

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=q1HbSVHe2HM>

CALL TO ORDER

Chair Cortes called the meeting to order at 6:04 P.M.

Roll Call

Present: Chair Cortes
Trustee Duque Hughes
Trustee Vahdat

Absent: Trustee Han
Trustee Lentini

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

AGENDA AMENDMENTS

None.

MINUTES

1. Approve Regular Meeting Minutes of September 14, 2021

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

Trustees provided comments.

The minutes of September 14, 2021 were approved as submitted.

Trustee Vahdat moved, and Trustee Duque Hughes seconded to approve the minutes of the September 14, 2021 meeting.

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

Minutes approved as submitted.

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

Memory Lab – Matthew Hurley, Senior Library Assistant/Jamie Poirier, Supervising Librarian

Staff responded to questions from the Trustees.

Trustees provided comments

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

Trustees provided comments.

**Item 2 delayed due to technical difficulties. Items 3 & 4 occurred before item 2, followed by 5, 6, & 7.*

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

None.

MATTERS BEFORE THE BOARD

4. Review Proposed Library Operational Schedule

Presentation by Henry Bankhead, Assistant Library & 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 the Library Board Of Trustees Work Plan for 2022

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

Staff responded to questions from the Trustees.

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

Trustees provided comments.

Trustee Duque Hughes moved, and Trustee Vahdat seconded to accept the Work Plan for 2022 with the specified changes.

Ayes: Trustees: Duque Hughes, Vahdat, & Cortes
Noes: Trustees: None

Absent: Trustees: Han & Lentini
Abstain: Trustees: None

Work Plan for 2022 accepted with specified changes.

**Attachment 1 for the following Meeting Dates, February 8, June 14, September 13, CORRECTION under Agenda Items, "FY 2020/21" should have been "FY 2021/22".*

**Attachment 1 for Meeting Date of November 8, CORRECTION under Agenda Items, "FY 2021/2022" should have been "FY 2022/2023".*

**Attachment 1 for Meeting Date of December 13, CORRECTION under Agenda Items, "2022" should have been "2023".*

BOARD REPORTS AND COMMENTS

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

None.

STAFF REPORTS AND COMMENTS

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

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: November 9, 2021

FUTURE AGENDA TOPICS

Review of Library Budget FY 2021/22, 1st Quarter

ADJOURNMENT

The meeting was adjourned at 7:12 P.M.