



SAN RAFAEL

LIBRARY AND RECREATION

BOARD OF LIBRARY TRUSTEES

MINUTES

**San Rafael Library – 1100 E Street, San Rafael, CA
January 11, 2022 – 6:00 P.M.**

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=L2p4LAD1skY>

CALL TO ORDER

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

Roll Call

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

Absent: None

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

AGENDA AMENDMENTS

None.

MINUTES

1. Approve Regular Meeting Minutes of November 9, 2021

Chair Duque Hughes invited public comment; however, there was none.

Trustees provided comments.

The minutes of November 9, 2021 were approved as submitted.

Trustee Lentini moved, and Trustee Han seconded to approve the minutes of the November 9, 2021 meeting.

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

Minutes approved as submitted.

MEETING OPEN TO THE PUBLIC

2. Introductions/Awards/Recognitions/Presentations

Reimagining Adult Outreach – Katie Port, Supervising Librarian

Staff responded to questions from the Trustees.

Chair Duque Hughes invited public comment; however, there was none.

Trustees provided comments.

Trustee Cortes suggested reaching out to Rollin' Root and Marin Child Care Council.

Trustee Vahdat suggested the library's presence at the Downtown Farmers Market.

Chair Duque Hughes suggested Next Door.

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

None.

MATTERS BEFORE THE BOARD

4. Review of Proposed Collection and Development Policy and Gift and Donation Policy

Presentation by Jamie Poirier, Supervising Librarian

Staff responded to questions from the Trustees.

Chair Duque Hughes invited public comment; however, there was none.

Trustees provided comments.

BOARD REPORTS AND COMMENTS

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

None.

STAFF REPORTS AND COMMENTS

6. 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.

Chair Duque Hughes invited public comment; however, there was none.

Trustees provided comments.

Trustee Cortes requested the nut allergy sign be emailed to her for review.

Trustee Cortes requested results of the discussion from a previous Library Board of Trustees meeting where the nut allergy topic was presented.

Trustee Cortes requested the nut allergy topic be placed on the agenda of the next Library Board of Trustees meeting for further discussion.

Chair Duque Hughes suggested graphics of the various nuts and the reason why the nuts may be hazardous.

NEXT MEETING: February 8, 2022

FUTURE AGENDA TOPICS

- RFID Tagging Update

ADJOURNMENT

The meeting was adjourned at 7:13 P.M.