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**San Rafael Library – 1100 E Street, San Rafael, CA  
November 18, 2021 – 5:00 P.M.  
Virtual Meeting Recording Link:  
<https://www.youtube.com/watch?v=ccjsXyb2f0I>**

**CALL TO ORDER**

Chair Kellogg called the meeting to order at 5:03 P.M.

**Roll Call**

**Present:** Member Brinckerhoff  
Member Grasso  
Chair Kellogg  
Member Young

**Absent:** Member Pruitt

*\*Member Young joined the meeting immediately after agenda item 1 was announced.*

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

**AGENDA AMENDMENTS**

None

**MINUTES**

**1. Approve regular meeting minutes of November 4, 2021**

The minutes of November 4, 2021 were approved as submitted.

Member Brinckerhoff moved, and Member Young seconded to approve the minutes of the November 4, 2021 meeting.

Ayes: Members: Brinckerhoff, Grasso, Young, & Chair Kellogg

Noes: Members: None

Absent: Members: Pruitt

Abstain: Members: None

*Minutes approved as submitted.*

## **MEETING OPEN TO THE PUBLIC**

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

## **MATTERS BEFORE THE COMMITTEE**

- 3. Review of the Draft Annual Report of the Special Library Parcel Tax Committee**

Presentation by Henry Bankhead, Assistant Library & Recreation Director/City Librarian,  
Review of the Draft Annual Report of the Special Library Parcel Tax Committee  
Staff responded to questions from the Committee Members.  
Chair Kellogg invited public comment; however, there was none.  
Committee Members provided comments.

Member Brinckerhoff pointed out that the “November 4, 2021” date in the third paragraph, second page, of “City of San Rafael Special Library Parcel Tax Committee Report FY 2020-2021 – Attachment 1” should be changed to “June 30, 2021”.

The report was accepted with the specified change.  
Member Brinckerhoff moved, and Member Young seconded the acceptance of the report.

Ayes: Members: Brinckerhoff, Grasso, Young, & Chair Kellogg  
Noes: Members: None  
Absent: Members: Pruitt  
Abstain: Members: None

*The report was accepted with the specified change above.*

Member Brinckerhoff requested annual reports from recent years be emailed to the Committee.

## **ADJOURNMENT**

The meeting was adjourned at 5:24 P.M.

**Tentative date for next meeting – TBD**