



**San Rafael Library – 1100 E Street, San Rafael, CA
February 22, 2022 – 6:00 P.M.**

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=YW4ccAUIYno>

CALL TO ORDER

Chair Kellogg called the meeting to order at 6:02 P.M.

Roll Call

Present: Member Brinckerhoff
Member Grasso
Chair Kellogg
Member Young

Absent: Member Pruitt

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 18, 2021

The minutes of November 18, 2021 were approved as submitted.

Chair Kellogg moved, and Member Brinckerhoff seconded to approve the minutes of the November 18, 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 FY 2021/2022 1st Quarter Annual Revenue and Expenditure Budget Report**

Presentation by Henry Bankhead, Assistant Library & Recreation Director/City Librarian, Review of FY 2021/2022 1st Quarter Annual Revenue and Expenditure Budget Report
Staff responded to questions from the Committee Members.

Chair Kellogg invited public comment; however, there was none.
Committee Members provided comments.

Chair Kellogg pointed out that agenda items 3 and 4 titles should show “FY 2021/2022” on the agenda, not “FY 2021/2021.”

Chair Kellogg pointed out that the presentation slides showed “Trustees” when the slides should show “Committee Members”.

Member Brinckerhoff pointed out that the “Estimated Friends of the Library” amount of \$28,815 in Attachment 1 of agenda item 4 should be higher due to recently approved Friends of the Library Funding Requests. Mr. Bankhead acknowledged the increase and said the updated amount would be included in the 3rd quarter report.

The report was accepted as submitted.

Member Young moved, and Member Brinckerhoff 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 as submitted.

4. Review of FY 2021/2022 2nd Quarter Annual Revenue and Expenditure Budget Report

Presentation by Henry Bankhead, Assistant Library & Recreation Director/City Librarian, Review of FY 2021/2022 2nd Quarter Annual Revenue and Expenditure Budget Report
Staff responded to questions from the Committee Members.
Chair Kellogg invited public comment; however, there was none.
Committee Members provided comments.

The report was accepted as submitted.
Chair Kellogg 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 as submitted.

ADJOURNMENT

The meeting was adjourned at 6:31 P.M.

Tentative date for next meeting – TBD