



**San Rafael Library – 1100 E Street, San Rafael, CA
September 13, 2022 – 6:00 P.M.**

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=k5e4dhBVky4>

CALL TO ORDER

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

Roll Call

Present: Trustee Andow
Trustee Cortes
Chair Duque Hughes
Trustee Vahdat (*confirmed presence at 6:06 during item 1*)

Absent: Trustee Lentini

Also Present: Henry Bankhead, Assistant Library & Recreation Director/City Librarian
Jinder Banwait, Administrative Analyst
Catherine Quffa, Library & Recreation Director
Jill Tokutomi, Supervising Librarian

AGENDA AMENDMENTS

None

MINUTES

1. Approve Regular Meeting Minutes of July 12, 2022

Trustees provided comments.

The minutes of July 12, 2022 were approved as submitted.

Trustee Andow moved, and Trustee Vahdat seconded to approve the minutes of the July 12, 2022 meeting.

Ayes: Trustees: Andow, Cortes, Vahdat, and Duque Hughes

Noes: Trustees: None

Absent: Trustees: Lentini
Abstain: Trustees: None

Minutes approved as submitted.

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

MEETING OPEN TO THE PUBLIC

2. **Public Comment from the audience regarding items not listed on the agenda**
None
3. **Introductions/Awards/Recognitions/Presentations**
Presentation by Jill Tokutomi: Reading Buddies
Staff responded to questions from the Trustees.
Trustees provided comments.
Chair Duque Hughes invited public comment; however, there was none.

MATTERS BEFORE THE BOARD

4. **Prioritizing People: Prototyping Modern Library Services in the Downtown Carnegie Library**
Presentation by Henry Bankhead, Assistant Library & Recreation Director/City Librarian
Staff responded to questions from the Trustees.
Trustees provided comments.
Chair Duque Hughes invited public comment.
Speaker(s): "S" In response to "S"'s comments, Ms. Quffa said that the comments were good and explained that we are in the early planning stages of the project. Therefore, there is a lot to think about and that community engagement hasn't been planned, but that it would be important to have community engagement.

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 & Recreation Director/City Librarian and Catherine Quffa, Library & Recreation Director
Staff responded to questions from the Trustees.
Trustees provided comments.

Trustee Cortes requested that her disagreement with staff about the library budget no longer being presented to the Board of Library Trustees be included in the minutes. Trustee Cortes stated that though the Board does not approve the budget, the Board has looked at the budget for years and that there have been robust and interesting conversations. Which has allowed the Board to learn more about the library and thereby is more of a benefit than not.

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

NEXT MEETING: October 11, 2022 (*correction note: September 13, 2022 meeting Agenda showed October 8, 2022 as the next meeting date*)

FUTURE AGENDA TOPICS

- None (*other than what is on the workplan*)

ADJOURNMENT

The meeting was adjourned at 7:41 P.M.