



**San Rafael Library – 1100 E Street, San Rafael, CA
January 10, 2023 – 6:00 P.M.**

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=mP07Z4uv3zc>

CALL TO ORDER

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

Roll Call

Present:

Trustee Andow

Trustee Cortes
Trustee Duque Hughes
Chair Lentini
Trustee Vahdat

Absent:

None

Also Present:

Jinder Banwait, Administrative Analyst
Jill Tokutomi, Interim Assistant Library & Recreation Director/City Librarian
Catherine Quffa, Library & Recreation Director

AGENDA AMENDMENTS

None

MINUTES

1. Approve Regular Meeting Minutes of December 13, 2022

Trustees provided comments.

The minutes of December 13, 2022 were approved as submitted.

Trustee Vahdat moved, and Trustee Andow seconded to approve the minutes of the December 13, 2022 meeting.

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

Noes: Trustees: None

Absent: Trustees: None

Abstain: Trustees: None

Minutes approved as submitted.

Chair Lentini 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, Interim Assistant Library & Recreation Director/City Librarian and Catherine Quffa, Library & Recreation Director – Assistant Director Transition

Staff responded to questions from the Trustees.

Trustees provided comments.

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

MATTERS BEFORE THE BOARD

4. Review of Board of Trustees Meeting Schedule 2023/Hybrid Meetings

Presentation by Jill Tokutomi, Interim Assistant Library & Recreation Director/City Librarian and Catherine Quffa, Library & Recreation Director

Staff responded to questions from the Trustees.

Trustees provided comments.

The Board of Trustees agreed to continue having the meetings on the second Tuesday of each month at 6 P.M. They accepted the schedule as proposed with the cancellation of the August and December meetings.

Trustee Vahdat indicated that he will miss the September 12, 2023 meeting.

Trustee Duque Hughes indicated that she will miss the April 11, 2023 meeting.

Trustee Vahdat moved, and Trustee Duque Hughes seconded to accept the schedule as proposed with the cancellation of the August and December meetings.

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

Noes: Trustees: None

Absent: Trustees: None

Abstain: Trustees: Cortes

The proposed schedule accepted as presented.

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

5. Review of Board of Trustees Workplan 2023

Presentation by Jill Tokutomi, Interim Assistant Library & Recreation Director/City Librarian and Catherine Quffa, Library & Recreation Director

Staff responded to questions from the Trustees.

Trustees provided comments.

Trustee Vahdat suggested a topic, an update on which grants the library is currently seeking/available.

Trustee Duque Hughes suggested a topic, an update on library statistics and how the Library Board of Trustees can get involved in library outreach.

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

BOARD REPORTS AND COMMENTS

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

STAFF REPORTS AND COMMENTS

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

Presentation by Jill Tokutomi, Interim Assistant Library & Recreation Director/City Librarian and Catherine Quffa, Library & Recreation Director

Staff responded to questions from the Trustees.

Trustees provided comments.

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

NEXT MEETING: February 14, 2023

FUTURE AGENDA TOPICS

- None (Workplan 2023)

ADJOURNMENT

The meeting was adjourned at 6:58 P.M.