



**City Hall Large Conference Room, Third Floor
1400 5th Ave, San Rafael, CA
September 12, 2023 – 6:00 P.M.
Virtual Meeting Recording Link:**

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

CALL TO ORDER

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

Roll Call

Present:

Trustee Andow
Trustee Cortes
Trustee Kyle
Trustee Lee (arrived at 6:04 P.M.)

Absent:

Chair Vahdat

Also Present:

Catherine Quffa, Library & Recreation Director
Jinder Banwait, Administrative Analyst
Jill Tokutomi, Assistant Library & Recreation Director/City Librarian
John Stefanski, Assistant City Manager
Representatives of the San Rafael Public Library Foundation

MINUTES

**1. Approve Regular Meeting Minutes of July 11, 2023
(ZOOM VIDEO RECORDING STARTED HERE AT 6:04 P.M.)**

Trustees provided comments.

The minutes of July 11, 2023 were approved as submitted.

Trustee Kyle moved, and Trustee Cortes seconded to approve the minutes of the July 11, 2023 meeting.

Ayes: Trustees: Andow, Cortes, Kyle, and Lee
Noes: Trustees: None
Absent: Trustees: Vahdat
Abstain: Trustees: None

Minutes approved as submitted.

Vice Chair Andow invited public comment; however, there was none.

Catherine Quffa introduced the Assistant City Manager, John Stefanski to the Board of Library Trustees.

OPEN TIME FOR PUBLIC EXPRESSION

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

SPECIAL PRESENTATIONS

None

OTHER AGENDA ITEMS

2. Library Foundation Support for New Downtown Library

Staff report by Jill Tokutomi, Assistant Library & Recreation Director/City Librarian, and presentation by representatives from the San Rafael Public Library Foundation
Staff responded to questions from the Trustees.
Trustees provided comments.
Vice Chair Andow invited public comment.

Speaker: Richard Sears

STAFF LIAISON REPORT

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

Presentation by Jill Tokutomi, Assistant Library & Recreation Director/City Librarian
Staff responded to questions from the Trustees.
Trustees provided comments.
Vice Chair Andow invited public comment; however, there was none.

COMMISSIONER REPORTS

- 4. Other brief reports on any meetings, conferences, and/or seminars attended by the Board members.**

Trustees Andow, Cortes, and Lee commented.

NEXT MEETING: October 10, 2023

ADJOURNMENT

The meeting was adjourned at 7:58 P.M.