



SAN RAFAEL

LIBRARY AND RECREATION

BOARD OF LIBRARY TRUSTEES

MINUTES

City Hall Large Conference Room, Third Floor

1400 5th Ave, San Rafael, CA

October 10, 2023 – 6:00 P.M.

Virtual Meeting Recording Link:

<https://www.youtube.com/watch?v=Y74zIqoFoyM>

CALL TO ORDER

Chair Vahdat called the meeting to order at 6:01 P.M.

Roll Call

Present:

Trustee Andow

Trustee Kyle

Trustee Lee

Chair Vahdat

Absent:

Trustee Cortes

Also Present:

Catherine Quffa, Library & Recreation Director

Jinder Banwait, Administrative Analyst

Jill Tokutomi, Assistant Library & Recreation Director/City Librarian

Katie Port, Supervising Librarian

MINUTES

1. Approve Regular Meeting Minutes of September 12, 2023

Trustees provided comments.

The minutes of September 12, 2023 were approved as submitted.

Trustee Andow moved, and Trustee Lee seconded to approve the minutes of the September 12, 2023 meeting.

Ayes: Trustees: Andow, Kyle, and Lee

Noes: Trustees: None

Absent: Trustees: Cortes
Abstain: Trustees: Vahdat

Minutes approved as submitted.

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

OPEN TIME FOR PUBLIC EXPRESSION

Public Comment from the audience regarding items not listed on the agenda.

None

SPECIAL PRESENTATIONS

2. Getting to Know the SRPL Collections

Staff report by Katie Port, Supervising Librarian

Staff responded to questions from the Trustees.

Trustees provided comments.

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

OTHER AGENDA ITEMS

3. Overview of State Report Statistics FY18- FY23

Staff report by Jill Tokutomi, Assistant Library & Recreation Director/City Librarian

Staff responded to questions from the Trustees.

Trustees provided comments.

Chair Vahdat invited public comment.

Trustee Kyle left the meeting at 6:58 P.M. after item 3.

Speaker: Richard Sears

STAFF LIAISON REPORT

Question asked by a member of the public,

Speaker: Richard Sears

4. 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 and Catherine Quffa, Library & Recreation Director

Staff responded to questions from the Trustees.

Trustees provided comments.

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

COMMISSIONER REPORTS

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

Trustee Lee commented.

NEXT MEETING: November 14, 2023

ADJOURNMENT

The meeting was adjourned at 7:11 P.M.