

Regular meeting
BELVEDERE-TIBURON LIBRARY AGENCY
Belvedere-Tiburon Library, Tiburon, California
January 13, 2020
As Approved on April 20, 2020

Roll Call, Present: Chair William Smith, Vice Chair Niran Amir, Treasurer Jeff Slavitz, Thomas Cromwell, Jeff Foran, Maureen Johnson, Ken Weil

Members Absent:

Also Present: Deborah Mazzolini, Glenn Isaacson, Richard Rozen, Victoria Fong, Kristin Johnson, Deirdre McCrohan

CALL TO ORDER: Chair Smith 6:15pm

OPEN Forum: There were no comments from the public.

1. Chair's Report

There was no report from the Chair.

2. Library Director's Report

Director Mazzolini reported that Greg Chanis, Tiburon Town Manager, will forward a final parking lot lease agreement within the next 2 weeks. The Town of Tiburon staff will also procure the necessary insurance for the lease and bill the Library.

The Library remains busy during the construction.

Due to the retirements of Jacki Dunn and Patty McDonough, some staff changes are in the works. Laura Callahan has been hired to take over the Technical Services Department and the Reference Department leadership workload has been distributed to various Circulation, Teen, and Reference department staff. A large crowd attended the retirement party for Dunn and McDonough.

Jason Duran will take over Operations Management in addition to his supervision of the Circulation Department. Mr. Duran has been actively moving parts of the collection in preparation for staff migration during the construction process. The Library staff are supportive of and excited about the expansion.

2A. Library Expansion Report

Glenn Isaacson, Project Manager, reported on the expansion. Accomplishments to date include best-pricing procured for soils disposal, Town-approved plans for temporary power poles for relocation of tel/data lines, and test-pits dug to determine groundwater levels for de-watering plan.

Rain and king tides are currently delaying more significant foundation work. The water level needs to be lowered by about half a foot before the contractor can continue with this activity. Trustee Cromwell asked how the foundation would be affected during future water events. Mr. Isaacson explained that the foundation is water-proofed.

Upcoming activities for the immediate horizon include demolishing the remaining 20% of obsolete site elements, survey and staking of site utilities and construction elements, relocation of tel/data lines and sanitary sewer connection. Mr. Isaacson presented a power point of an approved plan illustrating the tel/data and power connections, and the future location of temporary power poles.

Longer-term activities include fine-tuning the staff migration plan, building temporary work stations with tel/data, and final selection on interior furnishings, floor and window coverings, and equipment models.

The Library's website now features a Library Look section with updates and images related to the expansion. In addition, banners with an image of the new Library will be placed on the construction fence.

Trustee Cromwell asked about the herons sculptures which were previously in front of the Library. Director Mazzolini said that these will be reinstalled near the new Library main entrance, surrounded by benches donated by the Rosenthal family.

3. Belvedere Tiburon Library Foundation Report

Director Mazzolini reported for the Foundation. The Teddy Bear Tea will be held on Saturday, February with 6 seatings and 50 people at each seating. The Tea includes rotation of the seating groups from art activities in the Children's Library, to the Tea in the Founders Room, to a story time in a patio tent. There will be about 300 children in attendance.

Foundation and Library staff are planning a date for a public rollout celebration of the expansion groundbreaking, probably May 1, 2020. At that time a more progressed building process will be visible. The previously planned January event was cancelled.

Foundation fundraising has been very successful at calendar year-end both for the expansion and for the annual appeal for Library operations.

A Foundation Popup Event will be held on April 4, 2020 probably at the Kol Shofar Synagogue, where the previous Popup was held.

4. Financial Statements

Clerk Johnson reported that tax revenues have been received from the City of Belvedere and are expected to be in from the Town of Tiburon around January 15th.

Trustee Weil asked about Book Fines. Clerk Johnson explained that the summary line item includes Book Sales, which are still strong, thus keeping the line item high even though Book Fines have been mostly eliminated.

Expenses are on par with budget year-to-date, considering that many subscriptions are paid early in the year.

Expansion income appears larger than expansion expenditures due to the \$150,000 contribution from the Town of Tiburon. In addition, as of December 31, there is a \$36,000 receivable from the Foundation for December expenditures. The \$150,000 Town of Tiburon contribution will be deducted from the January and February billings to the Foundation for expansion expenditure coverage.

5. Committee Reports

Director Mazzolini reported for the Art Committee, which is developing a protocol for showing art in the gallery which will be in the new main lobby. Specific concerns are management of art opening events and security of artwork. Trustee Cromwell asked about the options for securing art. Director Mazzolini said that the committee was exploring locking hangers.

The Program Committee has booked the Founders Room with Tuesday night programs through April. Director Mazzolini handed out a Program Brochure developed by Reference Librarian Joey Della Santina.

Chair Smith complemented the recent Uber program at the Library as an indicator of the wide expanse of programs offered.

CONSENT CALENDAR

6/7. Approval of minutes of December 16, 2019 and warrants dated December 2019

Trustee Johnson noted that Jason Duran should be listed as in attendance at the December meeting, and that on page 2 under the Foundation Report, 1,000 degrees should be 10,000 degrees.

Motion to approve made by Treasurer Slavitz, seconded by Trustee Cromwell, all in favor, passed.

Trustee Considerations:

8. Presentation by Tiburon Artist Laureate Richard Rozen regarding Public Art in the New Civic Plaza

Tiburon Artist Laureate Richard Rozen reported that he has been working with the Town of Tiburon to inventory all owned art pieces and to find new sites for public art installation. There is an interest in placing a piece in the expansion-updated Zelinisky

Park. Mr. Rozen presented illustrations of proposed pieces and suggested the consideration of artist Fletcher Benton's Alphabet series steel sculptures, which are approximately 8' x 8'. The Town has access to Benton's sculpture storage in Napa, and could procure one of the sculptures for around \$100,000, with an additional cost for transportation and installation of approximately \$20-to-\$30,000. Funding for the purchase would be raised from private local art supporters, separately from any expansion fundraising. Benton's sculptures are featured in the Metropolitan and Whitney Museums and in Davies Symphony Hall.

Mr. Rozen added that the Heritage Arts Commission, of which Victoria Fong is Chair, wrote a public art program policy which has been passed by the Tiburon Town Council: Under this policy, there will be an appointed subcommittee which could create an application for prospective art submissions. Local interested parties, including Library representatives and members of local community groups will be selected to form a jury panel. The panel will make decisions on art pieces and present their selections to the Heritage Arts Commission. The Commission will make recommendations to Town of Tiburon Staff, who will review the entries for legalities, insurance coverage, etc. The entries will then be presented to the Town Council for approval.

Mr. Rozen suggested two alternatives for selection of art: (1). The Commission would call for applications, with the opportunity for any artist to respond. The Commission would review all applications for qualifications and acceptability. (2). The art already available (Benton) would be directly presented to the panel first.

Heritage Arts Commission Chair Victoria Fong emphasized that maximum public representation should be considered in the selections for the panel. Input will be requested from the Rotary Club, Chamber of Commerce, and the local Schools.

It remains to be determined whether the art installations will legally be on Town of Tiburon or Library Agency land, and what part the Library Agency might play in the selection and placement of the art pieces.

Discussion among the Agency Trustees ensued, and there was a general consensus that it would be more difficult to raise funds for the art if it is sponsored by the Town of Tiburon rather than the Library.

The Agency Trustees generally agreed that the placement of an art installation in the new space is a good idea, with reservations about proper selection, focus on finishing the Library first, thus having visual a perspective on what impact the installation will have on the newly designed space, and completing the fundraising for the building first.

Mr. Rozen and Mrs. Fong will provide updates on the process to the Agency.

9. Acceptance of Library Audit Draft FY2019

The Trustees agreed that the audit draft had been reviewed and was acceptable.

Motion to accept the draft audit made by Trustee Weil, seconded by Trustee Cromwell, all in favor, accepted.

COMMUNICATIONS & ANNOUNCEMENTS

10. Monthly Calendar

11. Schedule of 2020 Meeting Dates

The next meeting of the Agency will be on Monday, February 10th at 6:15pm.

With a motion by Treasurer Slavitz, and a second by Trustee Cromwell, the meeting was adjourned by Chair Smith at 7:25 pm

Respectfully Submitted,

Kristin M. Johnson, Clerk of the Belvedere-Tiburon Library Agency Board