

Regular Meeting
BELVEDERE-TIBURON LIBRARY AGENCY
Belvedere-Tiburon Library, Tiburon, California
February 22, 2021
As approved on March 22, 2021

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

Members Absent: None

Also Present: Deborah Mazzolini, Joey Della Santina, Glenn Isaacson, Chris Ford, Rachael Ong, Roxanne Richards, Wyman Harris, Anne Aylwin, Kristin Johnson, Deirdre McCrohan, Jack Goodman,

CALL TO ORDER: Chair Smith called the meeting to order at 6:21pm

OPEN Forum:

Chair Smith opened the floor to comments or questions from the public. There were none.

1. Chair's Report

Chair Smith noted that the Library staff is continuing to work diligently providing curbside service and other support for patrons.

2. Library Director's Report

Director Mazzolini reported that the new library area looks beautiful, and suggested additional 1 to 2 person walk-throughs.

The Library Staff are very active with curbside service, phone support, and technology support. Over 500 items are readied for checkout and pick up on any given day.

Digital learning resources and online entertainment have been expanded. Librarian Joey Della Santina reported that digital usage is up 60%, with streaming data usage up 170%. Hoopla, an online movie and audio book platform, has seen a usage increase of 110%. All resources are adequately funded via the operating budget. New additions include full online access to the Marin IJ, the San Francisco Chronicle, the New York Times, and the Wall Street Journal. Online access to these news sources will continue when the Library re-opens.

An online Teen Coding Club with a structured curriculum was launched last week. Teens also have online access book reviews, book club, and poetry club. Children's story times online continue to be popular.

Chair Smith and Trustee Cromwell asked about the cost of the online newspapers. Librarian Della Santina said that, in the past, paper subscriptions were \$100 per month. The online subscriptions are now part of the Library's participation in the MARINet Consortium, so they are less costly for the Library. Libraries can subscribe to 24 or 72-hour use-time blocks for patrons on the news platforms. Bel-Tib received 10,000 of these time blocks under the current subscription, and has not hit the maximum so far this fiscal year.

Trustee Drew asked how the streaming resources are advertised to patrons. Librarian Della Santina said that 2 email newsletters per month are sent out, and include promotions of the resources. Access links are visible on the Library website, and patrons can call Reference for assistance with these.

Treasurer Slavitz asked whether the news platforms included only selected articles. Librarian Della Santina explained that there are both image and text editions available as PDF's. The text versions allow searching, including 20 years of archives. These items have just become available in the last 2 weeks.

3. Expansion Update

Project Manager Glenn Isaacson reported that building is really beginning to look complete from the outside with shingles on, windows going in, and trim repainted in all areas old and new, visually tying the sections of the building together.

On the inside most walls have been sheet-rocked and taped. Electricians are currently pulling wire through previously placed conduits. HVAC issues have been resolved after some delays.

Activities now underway include the front entrance upper plaza construction. The Children's outdoor area semi-circular wall has been built, and 2 of the bio-swales have been completed. The main switch gear has been installed on the Mar West side of the building.

Migration of staff into the new construction has been delayed until late April or May. Completion of the project looks like Fall rather than Summer. The Project Budget remains at \$17,000,000 with some claims against it. Architect Chris Ford is helping to evaluate those claims.

Trustee Cromwell asked about the HVAC delays. Project Manager Isaacson said that there were some complex issues related to a code change with respect to how units are required to be mounted (all in attic above ceilings).

Trustee Weil asked whether the Library might partially open when the staff migrate to the new area in April or May. Director Mazzolini said that it is possible the new Founders Room, where the collection will be shelved temporarily, might be open to the public, but that is not yet clear.

4. Foundation Report

Chair Smith encouraged Trustees to reach out to contacts.

President Ong welcomed Roxanne Richards and Wyman Harris, Foundation Hero Campaign Committee Members, to the meeting. The Hero campaign began in November, and to date, 91 "Heroes" have donated \$335,701, with matching funds of \$350,000, for a total of \$658,701 raised.

Foundation Members are hoping to reinstate Library walk-throughs again soon. 2 visitors are already scheduled for this coming Friday. The most recent visitor was very impressed with the construction and immediately donated \$100,000. The visibility of the new Library look is stimulating curiosity and interest from potential donors. The Hero Challenge has

been successful, and the numbers are encouraging. The Foundation is aiming for raising an additional \$1,000,000 plus. This month is Love your Library Month, so that will be helpful to the campaign. In addition, applications for grants from the Belvedere Community Foundation and the Tiburon Peninsula Foundation are in process now.

Roxanne Richards is working with Project Manager Isaacson and Director Mazzolini on completing the Community Donor Wall database and finding additional donors. Donor Wall fundraising efforts have included 900 personal contacts, appeals published in the Ark Newspaper, and banners at Blackie's Pasture. The team is reaching out to as many people as possible for these \$2,000 and over donations to be recognized on the Wall.

Foundation members are also working with Librarian Ivan Silva and the Project 6 company on the updates to the website. Chair Smith asked about progress on the website project. Librarian Della Santina said that completion was expected to coincide with opening of new building in the Fall. Several librarians met with Project 6, for the beginning stages of the update. President Ong added that a survey will be sent to all "stakeholders" for feedback on the website. Vice Chair Amir noted that she has already received a survey request and is responding.

5. Agency Financial Statements January 2021,

Clerk Johnson reported that, with 58% of the year passed, 56 % of budgeted revenues have been received, and expenditures are at 57% of budget. She also noted that, normally, at this time of year, expenditures are closer to 63% due to large payments on MARINet, digital resources, insurance, and unfunded pension being made early in the year. Although those payments were also made early this year, many costs are lower than normal due to COVID and construction closure of the Library.

Current projections estimate that final fiscal year 2021 revenues will be approximately 3% above budget and expenses 5% below budget, with the caveat that this is based on current financial results.

6. Committee Reports

Director Mazzolini reported that committees are developing online programs. Carol Weiss will be teaching an art class online, and take home art packets will be provided to the participants. Some of the language groups and the Great Books group are meeting online, and more volunteers are getting onboard to provide additional programs. Librarian Della Santina added that a plan is in place for Marin Master Gardeners to provide programs. In addition, a convenient Seniors' resource tab was added for at the top right of the website just last week.

CONSENT CALENDAR

7/8. Motion to approve the Minutes of January 11, 2021, and the Warrants dated January, 2021, made by Trustee Johnson, seconded by Trustee Cromwell.

Roll Call Vote: Ayes: Vice Chair Amir, Treasurer Slavitz, Trustee Cromwell, Trustee Weil, Trustee Johnson, Trustee Drew, Chair Smith. Noes: None. Passed.

TRUSTEE CONSIDERATIONS:

9. Continuing discussion regarding an installation of solar power at the Belvedere Tiburon Library.

Chair Smith announced that this further discussion of solar and backup power information is a follow-up to the prior presentation at the BTLA meeting of April 20, 2020.

BRW Architect Chris Ford said that the review would focus on 3 options each for the intensity of solar panel installation and for the consideration backup power sources. Given the recent power shutdown in Texas, issues of backup power needs have become more visible, especially in terms of giving staff time to shut systems down and back up files.

The goals & objectives of the solar power options include (1) promoting green energy in the community, (2) providing educational opportunities, (3) reducing energy costs, (4) insuring an 8 to 12-year payback period in terms of cost, and (5) to maintain the building design character in accordance with historic roof forms in the area.

The team has analyzed the Library's prior average energy usage over a 9-month period to be 350 Kilowatts per day. The new Library will have much more efficient lighting, but also be adding air conditioning. The maximum estimated use for the future is 560 KW per day, a 60% increase. The cost of energy will vary based on location, generation source, season, and time of day.

Depending upon how much power-time (via storage) will be desired for possible outages, the Agency may want to consider one of 3 battery backup options, also:

Solar Option 1, as presented, would be the lowest cost option with **130 panels**, at **\$115,545**, with estimated annual power generation of **61,900 KW hours**, providing energy cost **savings of \$13,866 per year**, for an **8-year payback** period for the initial capital expenditure.

Solar Option 2, as presented, with **228 panels**, would cost **\$394,688**, with estimated annual power generation of **121,083 KW hours**, providing energy cost **savings of \$27,122 per year**, with a **13-year payback** period for the initial capital expenditure.

Solar Option 3, as presented, would be the highest cost option with **430 panels**, would cost **\$421,056**, with estimated annual power generation of **225,573 KW hours**, providing energy savings of **\$50,528 per year**, with an **8-year payback** period for the initial capital investment.

Project Manager Isaacson added that the use of cost and payback has been used in the option examples in order to illustrate the efficiency of each. Options are also available with no up-front capital costs. These options have not yet been analyzed. Additional research

would be helpful, and would require an additional budget. Research on energy options is not included in the current expansion budget. A research budget of \$50,000 would cover costs already experienced and allow for additional research. Some of the featured solar providers have completed local projects, including a parking lot solar installation at the Tiburon Police Station. The cost and success of these projects could be included in the research, and the additional solar parking lot installation option for the Library could also be revisited.

Trustee Cromwell asked about the parking lot option in terms of the necessity for roof construction and appearance. Project Manager Isaacson said that the parking lot roof would be in several sections if built. Treasurer Slavitz asked whether a parking lot roof would receive enough sunlight to be viable, given the direction and the shadow of the Library building. Project Manager Isaacson said that those factors would be included in the additional research.

Vice Chair Amir asked whether, looking at the options of power generation, with Option 3 covering an entire year of energy *with Air Conditioning* for the Library, there would be a minimum desired coverage of hours of operation at the Library that would make it clear which options are worth pursuing.

Architect Chris Ford said that the shorter payback period in Option 3 would make it more appealing than Option 2 in terms of saving on future energy costs. Other goals of green design value and education would also need to be considered. This addresses the question of goal focus: Which is more important to the Agency: lower initial cost, lower long-term energy cost reduction, or a shorter payback period?

Vice Chair Amir asked what, specifically, would be a good return on investment energy-measurement-wise. Chair Smith added, that, with more power generation, savings continue after the payback period, so that both a good payback period and continued energy savings should be a focus.

Project Manager Isaacson added that it would also be important not to damage the visual aesthetics of the building, since the roof is the dominant architectural feature, a character shared by other civic buildings in the immediate area. Trustee Cromwell said that with the visual focus, it might be worthwhile consider the roof panel over the parking lot as an option. Project Manager Isaacson said the additional research could include that option.

Trustee Drew asked whether the Library really needs air conditioning, and to what degree would air conditioning be used. Project Manager Isaacson said that some air conditioning had been used in the old building in areas with greater consistent concentrations of people and greater southern and western exposure. The current air conditioning equipment and ductwork has already been substantially installed. Architect Chris Ford added that the air conditioning is important for climate control to dry out the air and protect the books, which is critical for a Library. The air conditioning is needed, but won't be running all the time.

A discussion of the backup power storage options ensued:

Backup Power Storage Option 1, a Tesla power wall, as presented, would be the highest cost option at **\$172,707**, with **Storage Capacity of 232 KW**, providing an estimated **15.8 hours of power**.

Backup Power Storage Option 2, a Midnite Solar Battery, as presented, would be the lowest cost option at **\$13,683**, with **Storage Capacity of 13.6 KW**, providing an estimated **1 hour of power**.

Backup Power Storage Option 1, an Outback Power Energy Cell, as presented, would be the middle cost option at **\$37,875**, with **Storage Capacity of 113 KW**, providing an estimated **7.75 hours of power**.

Trustee Weil asked whether 2 of the Outback Power Energy Cells could be installed. Project Manager Isaacson said that this would be worth looking at, with the caveat that there might not be enough wall space available.

Trustee Weil added that, given the energy incidents over the last few years, and given that the Library is an essential service and can be a comfort and refuge space, it would be beneficial if the Library could have the capacity to stay open and running for more than 7.75 hours. Project Manager Isaacson said that this would be more in line with the capacity of an emergency generator, another option which might be explored.

Treasurer Slavitz asked whether it would be prudent to purchase both a battery and a generator. Project Manager Isaacson said that, if several days of emergency power were desired, a generator would be a better bet, as the power storage options depend on sunshine. The generator would use diesel fuel, which would be stored underneath the generator.

Trustee Slavitz asked how much wall space would be needed for Option 1, noting that less wall space requirement would reduce cost, but also capacity. He added that Option 1 would provide the most power for the investment. Architect Chris Ford said that, because the panels are interconnected, larger integrated wall areas would allow for greater capacity.

Chair Smith asked whether the upper panels could extend across the entire building. Architect Chris Ford affirmed, and added that this was the original intention.

Chair Smith and Architect Chris Ford agreed that goals should be established for different scenarios: (1) power outage in winter (2) rolling power outages based on possible desired results including (1) minimal hours of power availability to allow for backing up systems and closing (2) more hours of power to allow for keeping the Library building open for a number of days.

Trustees were generally in agreement that a determination of what the Library's energy needs would be in the case of a blackout situation should be made based on agreed upon public service goals in various situations.

Architect Ford summarized the comments as pointing to the question of how the Library wants to respond and operate in the case of a power outage. Does the Library want to operate as a place of refuge at full capacity, operate at minimal or modified capacity, or to be able to shut down quickly and close until power is restored? Once this is established, the next question is: Which system(s) could be built that would allow an 18-to-24-hour period of operation without an investment in a generator? A further in-depth exploration of what each option could provide should be completed.

Trustee Johnson asked about the cost of the generator, which Project Manager Isaacson and Architect Ford approximated at \$150,000 with installation.

Treasurer Slavitz thought the cost high relative to expected usage, and asked if that decision/purchase could be made at a later date. He also noted that, since the Town of Tiburon has already invested in a generator, it might not make sense for the Library to purchase one.

Project Manager Isaacson affirmed the capacity to purchase later, with the caveat that conduit installation would be required at present in order to facilitate future purchase and installation of a generator.

Reference Librarian Joey Della Santina asked what the cost of maintenance of a generator versus the solar panel system would be. Project Manager Isaacson said that the generator would have to be turned on for 30 minutes each month, with associated fuel cost, currently at \$2.75/gallon delivered. The general consensus from those who had purchased solar panel systems was that very little maintenance was required.

Trustee Johnson asked whether the cost to purchase the solar panel system might decrease over time. Architect Ford said that that possibility would be part of the study. Chair Smith and Project Manager Isaacson both confirmed that purchase agreements could also be structured beneficially.

Jack Goodman, member of the public, stated that he is experienced in financing this type of project beneficially, and specifically worked with the Tiburon Police Department, the Belvedere Tennis Club, and the Fairfax Meadow Club with resultant substantial energy savings for these organizations.

It was generally determined that further study should include an in-depth look at the various solar options presented, along with additional solar panels over the back parking lot, and a comparison of additional backup storage systems.

10. Meeting Dates

The next BTLA meeting is scheduled for Monday, April 19th, at 6:15pm via Zoom.

Chair Smith adjourned the meeting at 8:11pm for a CLOSED SESSION.

The Agency returned from the CLOSED SESSION at 8:29 pm.

Chair Smith announced that the Library Director's contract was approved.

Chair Smith adjourned the meeting at 8:29pm

Respectfully Submitted,

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