

**Regular meeting  
BELVEDERE-TIBURON LIBRARY AGENCY  
Belvedere-Tiburon Library, Tiburon, California  
October 15, 2018  
As approved on November 19, 2018**

**Roll Call, Present:** Chair Thomas Cromwell, Vice Chair William Smith, Avery Choep, Jeff Foran, Jeff Slavitz

**Members Absent:** Niran Amir, Tom Gram

**Also Present:** Glenn Isaacson, Deborah Mazzolini, Nancy Kemnitzer, Kristin Johnson, Deirdre McCrohan

**CALL TO ORDER:** Chair Cromwell called the meeting to order at 6:15, pm.

**OPEN Forum:**

There was no public comment.

**1. Chair's Report**

Chair Cromwell reported that the Foundation and Agency are moving ahead with the Library expansion, with a kickoff celebration this coming Sunday. Trustee Gram will be Chair of the Building Committee which will be commencing meetings soon.

**2. Library Director's Report:**

Director Mazzolini reported that Sunday's event will run from 2 to 5 pm and will feature a jumpy for children, speakers, food trucks with ice cream and pizza, music, and 2 programs inside the Library: Virtual Technology and Robotics Technology in the Founders Room with Librarian Ivan Silva, and Story Time in the Children's room with Librarian Alicia Bell.

A visual display of the revised Library expansion plans will be set up in the foyer. Chair Cromwell suggested that staff be available to explain the display.

**3. Belvedere Tiburon Library Foundation Report:**

Director Mazzolini reported for the Foundation that the Annual Elaine Petrocelli Book Passage Luncheon will be held on Tuesday November 6<sup>th</sup> starting at 11am. She requested that representatives from the Agency attend. The event is well subscribed to date.

**4. Financial Statements**

No significant Revenue has been received year-to-date, as taxes will begin to arrive in December. ERAF excess from Fiscal Year 2018 totaling approximately \$10,000 has just been received. With 25% of the year passed, expenditures are at 26% of budget. The slight excess is due to substantial MARINet and Audit costs paid early in the fiscal year.

**5. Committee Reports**

Director Mazzolini reported that Program scheduling is robust and that the Art Exhibits have been well attended and interesting.

## **CONSENT CALENDAR**

**6/7. Motion to approve the minutes of September 17, 2018 and warrants dated September 2018 made by Trustee Slavitz, seconded by Trustee Chope, passed unanimously by those present.**

### **Trustee Considerations:**

**8. Consideration of Resolution 248-2018 Authorizing Amendment to the contract between the Agency and BRW Architects to add civil engineering services.**

Library Expansion Project Manager Glenn Isaacson said that adding the civil engineer was critical to the path of the project. He was impressed with the selected firm, Calichi Civil Engineers, in their thorough understanding of the needs of the project. The firm has completed a thorough survey of the property. Their work will be supervised under the auspices of the contract with BRW Architects. The cost of their services to the project will be \$162,500, including the survey.

**Roll Call Vote to approve Resolution 248-2018 Authorizing Amendment to the contract between the Agency and BRW Architects to add civil engineering services: Ayes: Thomas Cromwell, MD, William Smith, Avery Chope, Jeff Foran, Jeff Slavitz. Noes: none. Absent: Niran Amir, Tom Gram.**

**9. Consideration of Resolution 249-2018 Repealing Resolution 2017-2014 and amending the Agency's Conflict of Interest Code.**

**Roll Call Vote to approve Resolution 249-2018 Repealing Resolution 2017-2014 and amending the Agency's Conflict of Interest Code: Ayes: Thomas Cromwell, MD, William Smith, Avery Chope, Jeff Foran, Jeff Slavitz. Noes: none. Absent: Niran Amir, Tom Gram.**

## **COMMUNICATIONS & ANNOUNCEMENTS**

**10. Monthly Calendar**

**11. Schedule of 2018 Meeting Dates**

The meeting was adjourned by Chair Cromwell at 7:40pm

Respectfully Submitted,

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