

**Regular meeting**  
**BELVEDERE-TIBURON LIBRARY AGENCY**  
**Belvedere-Tiburon Library, Tiburon, California**  
**November 19, 2018**  
**As approved on January 14, 2019**

**Roll Call, Present:** Chair Thomas Cromwell, Avery Chope, Jeff Foran, Tom Gram, Jeff Slavitz

**Members Absent:** Niran Amir, Vice Chair William Smith

**Also Present:** Deborah Mazzolini, Barry Moss, Nancy Kemnitzer, Kristin Johnson, Deirdre McCrohan

**CALL TO ORDER:** Chair Cromwell called the meeting to order at 6:17, pm.

**OPEN Forum:**

There was no public comment.

**1. Chairs Report**

Chair Cromwell commended the Editor of the Ark on a recent article about the Library.

**2. Library Director's Report**

Director Mazzolini reported that the Library will close at 5pm on Wednesday, November 21<sup>st</sup>, all day Thanksgiving, Thursday, November 22<sup>nd</sup>, and all day Friday, November 23<sup>rd</sup>. For the Christmas Holiday, the Library will be closed all day on Monday, Tuesday, and Wednesday, December 24<sup>th</sup>, 25<sup>th</sup>, and 26<sup>th</sup>.

The Library's Tea Committee and its monthly Tea will now be sponsored by the Tiburon Peninsula Foundation. This will cover the volunteer costs for food and decorations. This year there will be a Christmas Holiday Tea on Wednesday, December 19th. The November Tea attracted 105 attendees, and October 122. The Tea includes piano sing-alongs and socializing and draws patrons of all ages.

The Belvedere Community Foundation will also step in, sponsoring some children's and teen programs.

The annual Petrocelli luncheon was held on Tuesday, November 4<sup>th</sup>, and was well received by 175 attendees. There were many positive comments, including those of Elaine Petrocelli, enjoyed the event immensely.

The annual Bookmarks' Wreath Auction will be held at The Rustic Bakery on the evening of Thursday, December 6<sup>th</sup>.

The Library was closed early on Friday, November 16<sup>th</sup>, due to unhealthy conditions created by smoke from the Camp Fire in Paradise.

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

Foundation President Barry Moss said that the Foundation is amplifying its expansion fundraising message. Yard signs will be distributed in December, and email, social media, and newsletter blasts will be delivered on a regular basis. There will be large banners for Main Street in Tiburon and for the Library. Large Banner for Main Street and then Library. The Foundation teams plan to communicate with all people who have used the Library. The urgency of timing and networking is being emphasized for all staff and volunteers in the fundraising process.

Chair Cromwell asked whether donations can be pledged over time. President Moss affirmed, and added that the Foundation is asking for community volunteers who will perform outreach tasks and community discussions, so that the local constituents are aware of the immediate construction plans and the need for additional funding.

Director Mazzolini said that a recent donation came from a long-time patron who became home bound. The staff, especially circulation manager Jason Duran, worked hard to make sure books were delivered to the patron's home. She left a \$200,000 gift toward the expansion in her will.

Trustee Slavitz asked whether the Library will have a Bookmobile during the construction.

Director Mazzolini said that staff would continue to deliver to homebound patrons, and that during the expansion it might be prudent to purchase a library van to take books to people in need or to visit neighborhoods with bestsellers and a mobile computer for e-book checkouts.

### **4. Financial Statements**

The October Financial Statements show that Revenues and Expenses are on par year-to-date.

### **5. Committee Reports**

Trustee Gram reported that the Construction Committee has been meeting with the Town of Tiburon. The new Design Team has selected wonderful Architects and Engineers. Members of the Committee have been meeting with Town Staff to determine parking and fire department requirements. The Committee is hoping to have a construction package to file with the Town by the end of 2018. Trustee Gram praised Glenn Isaacson as a key player in keeping things moving with the State and Local agencies.

Director Mazzolini added that Mr. Isaacson has also opened up the internal space design process to deeply involve the Library staff. Trustee Gram added that this involvement of the design by the staff is apparent in the design. The floor plan is beautiful and it works.

## **CONSENT CALENDAR**

- 6/7. Motion to approve the Agency minutes of October 15, 2018 and the warrants dated October, 2018 made by Trustee Foran, seconded by Trustee Choep, with Gram abstaining and all others present in favor, passed.**

## **TRUSTEE CONSIDERATIONS:**

- 7. Motion to establish an Ad Hoc Library Expansion Fundraising Committee to monitor and report on BTL Foundation and other fundraising activities for the Library Expansion made by Trustee Slavitz, seconded by Trustee Foran, all present in favor, passed.**

Chair Cromwell explained that this committee should be formally established, based on the advice of the Agency's counsel.

## **COMMUNICATIONS & ANNOUNCEMENTS**

### **8. Monthly Calendar**

There was no discussion of the monthly calendar.

### **9. Schedule of 2018 Meeting Dates**

An Agency meeting is not normally held in December, but would be on the 17<sup>th</sup> if deemed necessary.

The January meeting will be held on January 14, the second Monday, due to the Martin Luther King Holiday, and the February meeting will be held on February 11<sup>th</sup>, the second Monday, due to the President's Day Holiday.

The meeting was adjourned by Chair Cromwell at 6:44pm

Respectfully Submitted,

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