

**Regular meeting**  
**BELVEDERE-TIBURON LIBRARY AGENCY**  
**Belvedere-Tiburon Library, Tiburon, California**  
**July 16, 2018**  
**As approved on August 20,2018**

**Roll Call, Present:** Chair Jeff Foran, Vice Chair Thomas Cromwell, Fredric Postle, William Smith

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

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

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

**OPEN Forum:**

Glenn Isaacson reported that revised plans for the Library Expansion are in progress. A job scope and fee estimate to complete the redesign is expected from the project architect shortly. The goal for the revised plan completion is July. The Agency will review the plans and approve any refinements for submission to the Town of Tiburon for approval.

**1. Chair's Report:**

Chair Foran said that a July 30, 6:15 pm, special meeting of the Agency will be called to review and approve the new designs.

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

Director Mazzolini reported that 3 candidates have applied to the Town of Tiburon for the open Town-appointed Agency Trustee position to replace outgoing Trustee Fredric Postle, and that the City of Belvedere is now in the process of advertising for the open City-appointed Agency Trustee position to replace Trustee George Bo-Linn, who resigned from the Agency.

Agency Counsel Riley Hurd has advised the Agency that election of officers is allowed with a simple quorum of 4. The only instance in which 5 Trustees would be required for this vote would be when the current Agency Chair wished to be re-elected for another year. Unfortunately, this information was not received in time to place the election on the Agenda. Election of officers will take place at the special July 30 meeting if possible.

The Library's new auditors, Maze Associates, will begin their fieldwork in mid-August.

The Tiburon Peninsula Foundation has awarded the Library a \$1,500 grant to sponsor the Library Tea, which is held 10 times per year.

A Library blog to be featured on the Library's website is in the planning process. Librarian Ivan Silva and former Trustee Ann Aylwin are involved in this process. Some website modifications will be needed to accommodate the blog.

### **3. Foundation Report:**

Chair Foran reported that the Foundation is considering hiring an experienced public relations firm to design a detailed plan for the public phase of the expansion fundraising.

Director Mazzolini reported that the Petrocelli Luncheon committee is in the planning process for the annual event, which will be held on November 6 this year. The plans for the luncheon include fundraising related to the public phase of the expansion.

### **4. Financial Statements:**

Clerk Johnson reported that the June 30 fiscal year-end preliminary cash basis financial statements show revenues at 102% of budget and expenses at 91% of budget. With additional revenues and expenses related to the fiscal year expected in July and August, it is projected that the results will remain ahead of budget, with a good net result.

Trustee Smith asked how Corner Books has been faring in the current space at the Boardwalk. Director Mazzolini said that income has remained steady, but the social hub is diminished in the current location. She suggested that signage might be improved. Glenn Isaacson described his original plan for signage, which included sections of a poem in progressive signs which led from the main boardwalk to the store location. Trustee Smith suggested that book carts be placed further out in the public space near the Rustic Bakery tables.

### **5. Committee Reports:**

Director Mazzolini reported that the Program Committee has done a fabulous job of booking the remainder of 2018, and is now booking early 2019. Programs include vegetable gardening, the art of Charles & Ray Eames, the new MOMA exhibits. She added that on Tuesday, November 13th, Chair Foran will be presenting his new book.

The Program Committee is looking for new members: they meet once each month.

Art exhibits have been scheduled by the Art Committee through December. In October, their Art Jury will use the Founders Room for 10 days to select next year's artists. The current Artist on display is a Marin County Fair award winner. The art shown at the Library is priced by the artist in with assistance from Art Committee members.

### **Consent Calendar:**

- 6. Motion to approve the minutes of June 25, 2018, and July 6, 2018 made by Trustee Cromwell, seconded by Trustee Smith, passed with changes: (1) for the July 6,**

2018 minutes, Page 1, paragraph 3, line 2, under Trustee Considerations, the sentence was changed to end: “bringing the budget back to between \$18.1 and \$18.2 million” and (2) for the June 25, 2018 minutes, Page 2, Consent Calendar Items 6 and 7, the dates were corrected to read 2018. Minutes with changes were passed unanimously by those present.

7. Motion to approve the warrants dated June, 2018, made by Trustee Smith, seconded by Trustee Cromwell, passed unanimously by those present.

**Trustee Considerations:**

8. Motion to Adopt Resolution No. 242-2018 – Resolution Adopting the Fiscal Year 2018/2019 Gann Appropriations Limit for the Belvedere Tiburon Library Agency made by Trustee Cromwell, seconded by Trustee Postle. Roll call vote: Ayes: Chair Foran, Vice Chair Cromwell, Trustee Postle, Trustee Smith. Noes: none. Absent: Trustee Amir, Trustee Gram.
9. Motion to Adopt Resolution No. 243-2018 – Resolution Adopting the Fiscal Year 2018/2019 Gann Appropriations Limit for the Belvedere Tiburon Library Agency Community Facilities District #1995-1 made by Trustee Cromwell, seconded by Trustee Smith. Roll call vote: Ayes: Chair Foran, Vice Chair Cromwell, Trustee Postle, Trustee Smith. Noes: none. Absent: Trustee Amir, Trustee Gram.
10. Motion to Adopt Resolution No. 244-2018 – Resolution Expending and Funding Reserves made by Trustee Smith, seconded by Trustee Cromwell. Roll call vote: Ayes: Chair Foran, Vice Chair Cromwell, Trustee Postle, Trustee Smith. Noes: none. Absent: Trustee Amir, Trustee Gram.

**COMMUNICATIONS & ANNOUNCEMENTS**

**11. Monthly Calendar**

**12. Schedule of 2018 Meeting Dates**

In addition to the July 30 special meeting, it is expected that a regular meeting on August 20 will be needed.

The meeting was adjourned by Chair Foran at 6:52 pm

Respectfully Submitted,

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