

AGENDA
BELVEDERE TIBURON LIBRARY AGENCY
Regular Meeting of Monday, September 21, 2026 at 6:15pm
Belvedere Tiburon Library
1501 Tiburon Blvd, Tiburon, California

PUBLIC NOTICE

This meeting will be held in person in the Founders Room at the Library and via Zoom*
<https://us02web.zoom.us/j/89976186216?pwd=dQe4H4G8IWeiGxiWKC0GfQPNbxatx9.1>
Meeting ID: 899 7618 6216 Passcode: 579440

**please be advised, the BTLA meeting will not be cancelled if there are technical difficulties with remote access*

CALL TO ORDER AND ROLL CALL

PUBLIC COMMENT

This is an opportunity for any citizen to briefly address the Board of Trustees on any matter that does not appear on this agenda. Upon being recognized by the Chair, please state your name, address, and limit your oral statement to no more than three minutes. Matters that appear to warrant a lengthier presentation or Board consideration may be placed on the agenda for further discussion at a later meeting.

APPROVAL OF AGENDA

APPROVAL OF CONSENT CALENDAR

The purpose of the Consent Calendar is to group items together which generally do not require discussion and which will probably be approved by one motion unless separate action is required on a particular item. Any member of the Agency may request removal of an item for discussion.

1. Approval of Regular Meeting Minutes of August 17, 2026
2. Approval of Agency Warrants for August 2026

STAFF BOARD AND COMMITTEE REPORTS

3. Chair's Report – Katherine Sutton, Chair (2 minutes)
4. Library Director's Report, - Crystal Duran, Library Director (10 minutes)
5. Belvedere Tiburon Library Foundation Report – Foundation Representative (5 minutes)
6. Committee Reports (5 minutes)

DISCUSSION/ACTION

7. ***BTLA 2026 Employee Handbook***: consider adoption of the updated BTLA Employee Handbook
8. ***BTLA Long-Term Facilities Management Plan***: review and approve the Library's first comprehensive framework for long-term facilities maintenance and operations
9. ***Library Director Employment Agreement***: consider execution of an Employment Agreement for Library Director Crystal Duran

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COMMUNICATIONS & ANNOUNCEMENTS

ADJOURNMENT

FUTURE BOARD MEETINGS

All BTLA meetings are open to the public. The public is encouraged to attend. The Board meets regularly on the third Monday of each month, at 6:15 p.m. unless otherwise noted. Upcoming board meetings:

- October 19, 2026
- November 16, 2026

NOTICE: WHERE TO VIEW AGENDA MATERIALS

Meeting minutes and other Agenda items are available at <https://www.beltiblibrary.org/about-us/board-meetings>. Please note that packet items may not yet be posted at this location exactly at the same time as Agenda posting.

NOTICE: AMERICANS WITH DISABILITIES ACT

The following accommodations will be provided, upon request, to persons with a disability: agendas and/or agenda packet materials in alternate formats; special assistance needed to attend or participate in this meeting. Please make your request at the office of the Administrative Assistant or by calling (415) 789-2660. Whenever possible, please make your request three days in advance.