



AGENDA
LARKSPUR LIBRARY BOARD
October 20, 2020
Library's Zoom
6:15 PM – 7:30PM



Zoom: <https://zoom.us/j/94021763832?pwd=bVBTS2FJc2Y4RjFRSFA0RmZ0Z2xydz09>

Via Telephone: 1 669 900 6833

Webinar ID: 940 2176 3832

Passcode/Password: 665357

Larkspur Library Board Members: Chair: Andy Revell; Michelle Melka; Jeff Gunderson; Jonathan Shambroom; Armelle Futterman

ROLL CALL:

APPROVAL OF CONSENT CALENDAR

Please note: The purpose of the Consent Calendar is to group items that may be approved routinely. Anyone may request removal of an item for discussion.

1. The Community Services Director certifies that this Agenda has been posted in accordance with the requirements of the Government Code.
2. [Approval of the Minutes of September 14, 2020](#)

PUBLIC COMMENT: The Board will hear public comments only on matters over which they have jurisdiction. There will be no Board discussion. The Board Chair will allot no more than five minutes to any individual. Unless the Board determines otherwise, the total amount of time allocated to this agenda item will be 15 minutes.

BOARD MEMBERS REPORTS AND COMMENTS:

(Additional important information relating to the Library and/or Library Groups)

LIBRARY DIRECTOR'S ORAL REPORT:

OLD BUSINESS ITEMS:

1. Update on library activities and programs – Community Services Director, Franklin Escobedo
 - a. [Circulation Report](#)

- b. [Wi-Fi & Database Usage Report](#)
 - c. [October Programs](#)
- 2. Digital Services Strategy Update – Community Services Director, Franklin Escobedo
 - a. [Wish-list](#)

NEW BUSINESS ITEMS:

- 1. Mid-Year Budget Review - Community Services Director, Franklin Escobedo
 - a. [Current Budget Spending](#)
- 2. Laptop & Hotspot Policy Review – Community Services Director, Franklin Escobedo
 - a. [Current Chromebook Policy](#)
 - b. [Chromebook Policy Draft](#)
 - c. [Hotspot Policy Draft](#)
- 3. Library Board of Trustees Meeting Schedule – Community Services Director, Franklin Escobedo
 - a. [Memo to the Library Board of Trustees](#)

**STATUS REPORTS - REPORTS FROM THE LIBRARY’S SUPPORT GROUPS
(Friends, Foundation)**

FUTURE AGENDA ITEMS:

Board will recommend future agenda items and establish next meeting date

NEXT MEETING DATE:

Board will set a date for their next meeting.

ADJOURN MEETING

NOTICE IS HERE BY GIVEN: If you challenge any item on this agenda in court, you may be limited to raising only those issues you or someone else raised at the public hearing herein described, or in written correspondence delivered to the Library Director at, or prior to, the public hearing. [G.C. § 65009 (b) (2)]

Any writings or documents provided to a majority of the Library Board regarding an item on this agenda will be made available for public inspection at the Customer Service Counter at City Hall located at 400 Magnolia Avenue, Larkspur, CA and at the main counter of the Library located at the same address during normal business hours. (SB 343, amending G.C. Section 54957.5)

ACCESS TO MEETINGS: Meeting facilities are accessible to persons with disabilities. If you require special assistance, please contact any staff member prior to the meeting.

An interpreter for the deaf will be made available upon request to the staff three days or more prior to the meeting.

LIBRARY BOARD MEETING SCHEDULE

Regular Board Meeting TBD 6:15pm