

San Anselmo Library Advisory Board

Meeting Minutes of November 15, 2018

The meeting was called to order by the Board's chair, Doug Holm, at 4:38 p.m. Present were Dean McDonald, Judy Anderson, Scott Fletcher, Tina Kroot and the town's librarian, Linda Kenton. No members of the public were present.

Minutes from the September 2018 Board meeting were reviewed and unanimously approved.

Discussion Items

1. Interview/Consideration of Youth Commissioner Board Applicant

The Board was to interview a high-school student who had applied to serve as a Youth Commissioner on the Board for the 2018-19 school year, but the student was unable to attend the meeting because of a last-minute schedule change for an athletic event.

2. Librarian's Report

Town Librarian Linda Kenton provided an update on library operations, services and activities, as highlighted below.

- Ms. Kenton presented statistics that she had recently provided the Town Council and the Library Tax Oversight Committee on library patronage and the library parcel tax budget/expenditures for the 2017-18 fiscal year, which ended on June 30, 2018. (Funds raised through the library parcel tax and spent on library materials are tracked separately from other funding and expenses.) In addition to reviewing the parcel-tax budget and expenditures by type of material (e.g., children's books, periodicals, DVDs), the Board reviewed the following metrics for the 2017-18 fiscal year and compared them to those from recent years:
 - Checkouts of hard-copy materials and ebooks.
 - Usage of the Link+ service, which enables patrons to check out books from participating libraries throughout California, including inbound materials (i.e., materials from other libraries checked out by San Anselmo library patrons) and outbound materials (i.e., San Anselmo library materials lent to others).
 - The number and attendance at library-hosted programs for children, teens and adults. The library hosted a total of 390 programs that involved nearly 17,300 participants during the 2017-18 fiscal year.
 - Library walk-ins.

In general, library checkouts, library walk-ins and participation in library-hosted events have been holding steady in recent years.

- The library staff are considering subscribing to Kanopy, a video-streaming service specializing in classic, independent and documentary films that is currently used by other libraries in Marin County. Library patrons would be able to “check out” streaming videos free of charge through an online app, with the library paying \$2.00 per checkout. Staff are considering allowing a limited number of monthly checkouts, perhaps 10 checkouts. They view Kanopy as a complement to Hoopla, a digital-media service to which the library has subscribed for the past year or so. To date, patron usage of Hoopla has been focused primarily on ebooks and other electronic publications rather than movies and videos. Kanopy appears to have a more robust offering of movies.
- The library is planning to upgrade its fire-alarm system at some point in January, which would require that it be partially closed for at least several days. The library staff is considering alternative ways to continue to serve patrons while the alarm system is being upgraded so that library services are not fully shut down.

3. Friends of the Library Report

Board member Judy Anderson provided an update on the activities of the Friends of the Library, of which she also is a member.

- The Friends of the Library has signed a lease renewal for Town Books, the used-book store that it operates at 411 San Anselmo Avenue. With the renewal, the Town Books’ lease now will expire in March 2022.
- Town Books will be hosting an art reception on Friday, November 16, featuring works by members of Cedars, a Marin-based non-profit organization that supports individuals with intellectual and developmental disabilities.

Board Comments Questions, Requests for Future Agenda Items

Based on questions from Board members that arose during her Librarian’s Report, Linda Kenton will provide an update on usage of the Hoopla service at the next Board meeting in January 2019.

Scott Fletcher wanted to note for the record that Ms. Kenton and the library staff are “doing an amazing job. It is stunning to see the progress made over the last seven years.”

Meeting adjourned by Doug Holm at 5:35 pm.

Minutes by Doug Holm