



SAN ANSELMO PUBLIC LIBRARY

San Anselmo Library Advisory Board Meeting Minutes of July 8, 2021

The meeting, which was held remotely via Zoom videoconferencing, was called to order by the Board's chairperson, Doug Holm, at 4:35 p.m.

In Attendance: Anya Bosina, Doug Holm, Judy Anderson, Karen Licavoli, Scott Fletcher, Town Librarian Linda Kenton.

Absent: Tina Kroot

No members of the public were present.

May 2021 Meeting Minutes

Minutes from the May 13, 2021, Board meeting were reviewed and approved unanimously.

Discussion Items

A. Librarian's Report

Town Librarian Linda Kenton provided the following updates on library operations, services and activities.

- **Open Staff Position:** The library is recruiting candidates for an open library assistant position that had been "on hold" since early 2020 because of the Covid-19 pandemic. Library staff have reviewed approximately 25 applications and intend to winnow the list down to 10 for interviews. Staff hopes to have a new person on board by September 1.
- **Summer Reading Program:** The library's summer reading program is in full swing, with 136 children and teens participating, along with 44 adults.
- **Outdoor Story Time Program:** Youth services librarian Jennie Waskey will restart the children's story time program, which was halted in March 2020 by the pandemic, on Monday, July 12, at 10:30 a.m. Future story times will be held weekly on that day and time.

- **Teen Volunteer Program:** The library also has restarted its teen-volunteer program. Three high school students have been volunteering at the library in recent weeks, providing much-needed help to the staff.
- **Waiving Fees on Overdue Items:** Library staff intend to present their proposal for waiving fees on overdue library items at an upcoming Town Council meeting. The Library Advisory Board voted unanimously at its May 2021 meeting in support of the staff's proposal.

B. Library Reopening Discussion

Ms. Kenton reported that the library is now open for patrons on Wednesdays and Fridays, from 10 a.m. to 4 p.m. each day. The library re-opened on Wednesday, April 21. The first Friday it was open was May 14.

With the library open just two days per week, staff continue to provide the popular curbside pickup service of checked-out materials on Mondays, Tuesdays and Thursdays. Ms. Kenton has noticed a drop-off in curbside-pickup requests as people return to browse and check out library items in person on Wednesdays and Fridays. She noted that, on average, 100 people are visiting the library on the days it is open. Before the pandemic, between 200 and 250 people per day visited the library, which typically was open for a longer period than the current six hours per day.

On June 16, library staff set up tables and chairs in the main section of the library for the first time since March 2020. Since that day, patrons have been able to read newspapers, access the online catalogue system, use library computers to access the Internet, and browse the collection with no time constraints. Patrons are again able to enter the library through the front door (instead of entering via the elevator in the back of the building and exiting through the front door) and there no longer is a pandemic-related limit on the number of people in the building at the same time.

Masks are required for library staff and are made available to patrons, who, to date, have not been required to wear them. To allow for safe distancing, there are fewer chairs per table and patrons may use a new self-checkout machine.

Library staff intend to open the library on additional days, perhaps as early as September.

In response to a question from board member Eli Welber on how quickly other Marin libraries are opening, Ms. Kenton noted that one library is open three days per week, but most others are open no more than two days per week. A group of staff from various libraries in Marin County is meeting regularly to discuss the re-opening process.

C. Friends of the Library Report

Board members Judy Anderson and Eli Welber, who are also members of the Friends of the San Anselmo Library, provided an update on that group's activities.

- Ms. Anderson reported that Town Books, the used bookstore on San Anselmo Avenue that is operated by the Friends, is now open on Wednesdays through Saturdays, from 10 a.m. to 4 p.m. each day. Prior to the pandemic, the store was open on Tuesdays through Saturdays. She added

that the store has received a high volume of donated books in recent weeks and that the shelves are full. A half-price sale on all fiction books is planned for next week.

- Mr. Welber observed that the increase in donations may be due to people having purchased more books during the pandemic and, after reading them, are giving away items they no longer want to keep. Town Books also is seeing a significant increase in music CD donations, likely because of the rising popularity of online music-streaming services.
- Mr. Welber also noted that, thanks to the efforts of Scott Fletcher (a third member of the Board who also volunteers with the Friends of the Library), Town Books is now selling rare and antique books via the web site Biblio.com, which supports independent booksellers and specializes in rare and out-of-print books. Mr. Fletcher added that Town Books currently has for sale two books published in the early eighteenth century.
- Online sales via Amazon.com, Biblio.com (www.biblio.com) and other web sites enabled the Friends of the Library to continue to generate revenue during the pandemic, despite the closure of Town Books for much of 2020 and early 2021. With Town Books now open four days of the week, and online sales continuing apace, the Friends have been “back in the black” in recent months.

Board Comments, Questions, Requests for Future Agenda Items

Board members and Ms. Kenton suggested adding another status update on the library’s reopening plans to the agenda of the next Board meeting.

Adjournment

The meeting was adjourned by Doug Holm at 5:36 p.m. The next meeting is scheduled to be held on **Thursday, September 9, 2021.**

Minutes prepared by Doug Holm