

**Regular Meeting
BELVEDERE-TIBURON LIBRARY AGENCY
Belvedere-Tiburon Library, Tiburon, California
January 10, 2022
As Approved on February 22, 2022**

Roll Call, Present: Chair Jeff Slavitz, Vice Chair Ken Weil, Thomas Cromwell, Lawrence Drew, Maureen Johnson, Roxanne Richards

Members Absent: Niran Amir

Also Present: Crystal Duran, Deborah Mazzolini, Glenn Isaacson, Nancy Kemnitzer, Kristin Johnson, Deirdre McCrohan,

CALL TO ORDER: Chair Slavitz called the meeting to order at 6:15 pm

OPEN Forum:

Chair Slavitz opened the floor to comments or questions from the public. There were none.

1. Welcome to new Library Director, Crystal Duran

The Trustees were pleased to welcome new Library Director Crystal Duran!

SPECIAL TRUSTEE CONSIDERATION

- 2. MOTION TO APPROVE RESOLUTION NO. 272-2022 PROCLAIMING A LOCAL EMERGENCY, RATIFYING THE PROCLAMATION OF A STATE OF EMERGENCY BY EXECUTIVE ORDER N-08-21, DATED JUNE 11, 2021, AND AUTHORIZING REMOTE TELECONFERENCE MEETINGS OF THE LEGISLATIVE BODIES OF THE BELVEDERE-TIBURON LIBRARY AGENCY FOR THE PERIOD JANUARY 13, 2022 – FEBRUARY 12, 2022 PURSUANT TO BROWN ACT PROVISIONS made by Trustee Cromwell, Seconded by Trustee Johnson.**

Roll call Vote:

Ayes: Jeff Slavitz, Ken Weil, Thomas Cromwell, Lawrence Drew, Maureen Johnson, Roxanne Richards.

Absent: Niran Amir

Noes: None

Motion Passed.

3. Chair's Report

Chair Slavitz reported that this was Director Mazzolini's last BTLA meeting, and that all are happy for her, yet sorry to see her go.

4. Library Director's Report

Director Mazzolini reported that things are going well getting Crystal settled in the Library.

Staff are hoping to bring patrons in to the Library as soon as the Town of Tiburon approves occupancy.

Director Mazzolini is looking forward to being a patron of and volunteer for the Library after a wonderful, long professional life, including 25 years in Tiburon and 20 years in Massachusetts. She is grateful to have been deeply involved in both the creation of the Library in 1996 and in the Expansion 25 years later, and grateful for all the community support that she and the Library have received over the years.

Chair Slavitz lauded Director Mazzolini's legacy to the Library and community.

5. Expansion Update

Project Manager Glenn Isaacson expressed appreciation for Director Mazzolini's contribution to their 14 years of expansion work together.

The current focus of work has shifted to the renovation of the old, original portion of the Library Building. The area has been emptied and stripped, and most of the demolition work has been completed. Framing of new spaces began today.

Major emphasis remains, also, on completing the new restrooms to allow for patron occupancy of the new portion of the building. Lighting and rough plumbing is in place in the restroom areas, and awaits inspection. After inspection and approval, walls and ceilings will be closed, and fixtures placed. The current hope is to complete the restrooms by the end of February.

Wet weather has delayed exterior work. The remaining interior work is complex HVAC and tenant improvement work.

Trustee Cromwell asked about the schedule for completion. Project Manager Isaacson said that the Contractors are currently predicting a May completion. Chair Slavitz asked whether any factors could delay that goal. Project Manager Isaacson affirmed that inspection timing, materials delays, permit delays, and COVID exposures could all delay the project further. The various factors put together can really compound, creating more delay time. This is true for all projects at this time.

Chair Slavitz asked about how the current rental of a temporary outdoor toilet station might accelerate the permitting for patron occupancy. Project Manager Isaacson said that the architects had submitted documents for review of the situation 2 weeks ago, at which time the review inspector was away. He expects that the permit for occupancy will be granted soon, possibly this week.

6. Foundation Report

Chair Slavitz reported on behalf of Foundation President Rachael Ong that appeals were distributed to the community in December. November donations included \$260,000 for the Capital Campaign and \$8,000 for the Annual Appeal. The Foundation will continue to make IRA and Estate trust solicitations. Events at Library are currently on hold due to the COVID Omicron variant surge.

Trustee Drew lauded the Foundation for the spectacular performance in November. Trustee Cromwell added that Director Mazzolini was responsible over many years of Expansion planning and implementation for a large portion of the successful fundraising.

7. Treasurer's Report on Expansion Line of Credit

Chair Slavitz reported that the Project is \$2,000,000 short for completion. In addition, the Foundation's fundraising includes \$500,000 in Pledges Receivable, so the borrowing on the Project will begin soon, and will probably total \$2,500,000.

8. Committee Reports

Trustee Richards thanked Deirdre McCrohan and the Ark for the recent article welcoming Director Duran and honoring Director Mazzolini.

CONSENT CALENDAR

9/10. Motion to approve the Minutes of December 13, 2021, and the Warrants dated December 2021, made by Trustee Johnson, seconded by Trustee Cromwell.

Roll Call Vote:

Ayes: Vice Chair Weil, Trustee Cromwell, Trustee Drew, Trustee Johnson, Trustee Richards, and Chair Slavitz.

Absent: Trustee Amir

Noes: None.

Motion Passed.

TRUSTEE CONSIDERATIONS:

11. APPROVAL OF FINAL AUDIT FOR JUNE 30, 2021

Motion to approve Final Audit for June 30, 2021 made by Trustee Johnson, seconded by Trustee Weil.

Roll Call Vote:

Ayes: Vice Chair Weil, Trustee Cromwell, Trustee Drew, Trustee Johnson, Trustee Richards, and Chair Slavitz.

Absent: Trustee Amir

Noes: None.

Motion Passed.

12. CONSIDERATION OF APPROVAL OF RESOLUTION NO. 273-2021 IN APPRECIATION OF DEBORAH MAZZOLINI

Motion to approve Resolution No. 273-2021 made by Trustee Johnson, seconded by Trustee Drew.

Roll Call Vote:

Ayes: Vice Chair Weil, Trustee Cromwell, Trustee Drew, Trustee Johnson, Trustee Richards, and Chair Slavitz.

Absent: Trustee Amir

Noes: None.

Motion Passed.

13. Meeting Dates

The next Regular Meeting would normally be scheduled for February 14, 2022, but a Special Meeting will be held instead on February 22, 2022.

Chair Slavitz adjourned the meeting at 7:30 pm.

Respectfully Submitted,

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