



**LIBRARY BOARD OF TRUSTEES  
AGENDA**

**ZOOM ONLINE MEETING**

**\*\*Contact Kristen Clark for details on how to join the meeting**

**[kclark@cityofmillvalley.org](mailto:kclark@cityofmillvalley.org)**

**MAY 13, 2021**

**7:00 p.m.**

**Janice Prochaska (Chair)**

**George Rodericks (Vice-Chair)**

**Halicue Hanna**

**Joyce Kleiner**

**William Sawyers**

**CALL TO ORDER – 7:00 PM**

**PUBLIC OPEN TIME:** Persons wishing to address the Library Board on subjects not on the agenda may do so at this time. State law prohibits Board action on any item not listed on the agenda unless the Board determines that there is a need to take immediate action and that the need for action came to the Board's attention after the agenda was posted. Other items will generally be referred to staff or received as information. When addressing the Board, please: 1) State your name and city of residence; 2) Address the Board Chair; 3) State your views succinctly; 4) Avoid repetition; 5) Limit comments to 3 minutes. Please note: The Board Chair will allow time for public comment on each agenda item.

**CORRESPONDENCE**

**BOARD ANNOUNCEMENTS**

## **APPROVAL OF APRIL 8, 2021 MINUTES**

### **CITY LIBRARIAN'S REPORT**

#### **NEW BUSINESS**

1. Library Re-opening Report
2. Waiving Fines & Fees Discussion
3. Review and Discuss Next Year Work Plan

### **AGENDA SETTING FOR NEXT MEETING**

#### **ADJOURNMENT**

*The City of Mill Valley does not discriminate against any individual with a disability. Upon request, City publications will be made available in the appropriate format to persons with a disability. If you require assistance or auxiliary aids in order to participate in this meeting, please contact Kristen Clark at 384-4730 (TTY 711) at least 24 hours prior to the meeting.*

# ONE YEAR WORK PLAN OVERVIEW

Select goals and actions to achieve goals in 2021-2022.

DRAFT PLAN AS OF 05-11-2021

## GOAL 1: TRANSITION SUCCESSFULLY TO POST PANDEMIC ENVIRONMENT

1. Create scenarios for moving through stages of reopening to ensure smooth operations.
2. Involve more staff in implementing One-Year Workplan through monthly meetings.
3. Continue positioning Library as critical support in emergencies/disasters.
4. Provide programming to encourage water conservation and fire-resistant landscaping.
5. Track funding needs and expenditures closely to ensure effective use of resources.
6. Keep close watch on technology that could help in transition to hybrid services.
7. Monitor and respond to demand for digital/print format, virtual/in-person programs, and curbside/in-person materials checkout.

## GOAL 2: MODERNIZE AND TRANSFORM THE HISTORY ROOM

1. Pursue modernization of the History Room with a Capital Improvement Project
2. Collaborate with schools to support curriculum needs.
3. Digitize Sweetwater Collection and other projects.
4. Implement *Oral History Workshops* Project.
5. Create podcasts, virtual exhibits, other offerings to showcase local history.
6. Restart Oral History Project.
7. Build a Skilled Volunteer/Docent Cohort.

## GOAL 3: STRENGTHEN EXISTING AND CULTIVATE NEW COLLABORATIONS

1. Implement new plan for closer collaboration with Community Center.
2. Strengthen collaborations with schools to support the curriculum, equity, and literacy.
3. Renew collaborations affected by Covid, reinstate programming as possible.
4. Investigate possibility of Library as clearinghouse for skilled volunteers for City.
5. Seek out new collaborations that could help the Library better serve marginalized/underserved populations..

## GOAL 4: EXPAND EFFORTS TO SUPPORT A READING CULTURE

1. Offer a suite of services to cultivate relationships and support local book clubs.
2. Look at offering another City Read in 2022.
3. Review Library-sponsored book clubs and make changes to offerings as needed.
4. Explore opportunities to engage new demographics in reading programs.
5. Consider a LitCrawl event to support local business and celebrate post-pandemic life.

## GOAL 5: STRENGTHEN AND EXPAND LITERACY OFFERINGS

1. Start a *Civic Literacy Series* to help residents more fully participate in civic life.
2. Start a Media Literacy Series.
3. Consider a Cultural Literacy Series.
4. Expand upon digital literacy offerings.
5. Expand general literacy offerings, particularly for children.
6. Consider revitalizing 1,000 Books Before Kindergarten program.

## GOAL 6: BRING BACK SUCCESSFUL (PRE-PANDEMIC) PROGRAMS AND CREATE NEW PROGRAMS AS RESTRICTIONS LOOSEN.

1. Bring back *After Hours* programming when restrictions allow.
2. Start publishing the Library brochure in winter 2022 if there is enough content.
3. Expand programs to reach LGBTQ and other marginalized communities.
4. Consider a series on civility that would also support a *Civic Literacy* series.
5. Consider programming to help patrons explore career paths and opportunities.

## GOAL 7: IMPLEMENT DEI INITIATIVES

1. Review all policy through an equity lens.
2. Participate in City's DEI Working Group.
3. Look for tools that will measure and help increase the diversity of the collection.
4. Implement a plan to support a more diverse workforce (recruitment and retention).