

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
November 8, 2011**

The meeting was called to order by Chair Terplan at 4:00 pm. Members Myra Berkowitz, Patricia DeLuca, and Nancy Kaltreider were present. Also in attendance was City Librarian Abbot Chambers. Member John Walsham was not able to attend.

Minutes

The Minutes of the October meeting were approved with a minor amendment to clarify that the party for Abbot Chambers was a “goodbye” party rather than a “retirement” party.

Library Claims

The Library Claims for October was reviewed and accepted.

Librarian’s Report

The Librarian’s Report for October was reviewed and accepted.

The City of Sausalito’s plan to close the city hall building from 12/23/11 through 1/2/12, including the library, was discussed at length. The Board of Trustees asked that Abbot Chambers continue to develop plans for closing the library, but that the Board would like Abbot Chambers to communicate to the City Manager their displeasure with the closing and their concerns about its effect on library patrons. The Board also asked Abbot Chambers to provide as much warning to library patrons as possible about the impending closure and to document any complaints and any logistical problems related to closure.

Abbot Chambers also gave an update on the NorthNet regional library network and its impending demise if the state of California ceases all funding.

The Board recommended that the library create a “naughty list” to penalize people who RSVP for CompuLab but do not show up.

Trustee Business

Council buddies-update

Two Council Members attended the welcome party for City Librarian Abbot Chambers.

Library Makeover Plan

Abbot Chambers reported that he continues to refine his ideas on the library makeover plan and sketched out some of those ideas. Another update will be provided at the December meeting.

6-Month Goals

Abbot Chambers reported on the six-month goals that he will be presenting at a Strategic Planning offsite with the City’s Senior Management Team and the City Council. The goals have already been presented to City Manager Adam Politzer and are as follows:

- Finalize plans and begin preparations for the library makeover project, with closure of the library set for August, 2012.
- Start an aggressive campaign to publicize our new MARINet ebook collection and educate Sausalito citizens on how to use the collection.
- Launch a new circulating ereader collection.
- Begin plans to develop a stand-alone home page and search and navigation scheme for the Sausalito Public Library website. The new site would use the city’s Vision Internet platform and continue to be integrated into the city site, with the exception that the

navigation options would be library-centric in order to highlight the breadth of resources available from the library, particularly the growing ebook collections.

- Launch a collection of 3-day checkout DVDs (current and popular new DVD releases) that are non-holdable and can only be checked out within the Sausalito Public Library.
- Conduct a full inventory of the collection, with a focus on removing out-of-date medical, technology, business, and science books.
- Review library processes with the goal of becoming more efficient through the use of existing technologies.

Next meeting – December 13, 2011 at 4:00pm

The meeting was adjourned at 5:15pm

Respectfully submitted,
Abbot Chambers, City Librarian