# Minutes of the Meeting of the Sausalito Public Library Board of Trustees December 11, 2012

The meeting was called to order by Chair John Walsham at 4:00 pm. Members Patricia DeLuca, Elizabeth Terplan, Myra Berkowitz, and Don Means were present. Also present was City Librarian Abbot Chambers.

# **Introduction of new Board Member Donald Means**

Chair Walsham introduced Don Means, who was attending his first Library Board of Trustees meeting after being appointed by the Sausalito City Council in November, 2012.

#### **Invite Public Comments**

There were no public comments.

#### **Minutes**

The Minutes of the November 13 regular meeting were approved with a minor amendment.

# **Library Claims**

The Library Claims for November were reviewed and accepted.

# Librarian's Report

The Librarian's Report for November was reviewed and accepted. Topics covered included November circulation statistics, an update on collaboration with the Sausalito Marin-City School District, a new ebook product from 3M that the Library will be launching shortly, the "Sausalito People" program schedule that is being set up for spring, and a December 5<sup>th</sup> Marin Scope article about Library construction.

# **Council Buddies Update**

Council buddy assignments were discussed and new assignments were made to account for the new and departing members of the Sausalito City Council. Council assignments were set as follows:

Myra Berkowitz: *Herb Weiner* Elizabeth Terplan: *Linda Pfeiffer* John Walsham: *Jonathan Leone* 

Don Means: Ray Withy

Patricia DeLuca: Tom Theodores

#### **Testimonial for Mike Kelly and Carolyn Ford at Council Meeting**

Terplan read a draft of a resolution thanking Mayor Mike Kelly and Council Member Carolyn Ford for their service to and support of the Library during their terms of service. The resolution was unanimously accepted and Terplan will read it at the 11 December 2012 City Council meeting.

# **Holiday Schedule**

Chambers reported that the Library will be open from December 26th through 29th but closed for three days over Christmas and three days over New Year's. The closed dates are: Sunday, December 23; Monday, December 24; Tuesday, December 25; Sunday, December 30; Monday, December 31; Tuesday, January 1.

# **Library Remodel**

Chambers updated the trustees on progress with the Library remodel. Construction is a few days behind schedule but the contractor believes it will be possible to catch up. Serious planning has begun for the more extensive closure that the Library will face during the furniture installation phase of the project, which is expected to last two weeks. A "micro library" will be created in the Litho Street lobby to provide basic library services. Requests for books and other materials from the stacks will be retrieved by staff.

# Robert Gould Idea for a New Library in the Post Office Building at 150 Harbor Drive

Robert Gould is a principal for a nationwide architecture firm with offices in San Francisco, Kansas City, and New Orleans. He and his wife Karen own a home in Sausalito and are interested in helping the Library find a larger space for its operations. Gould identified the USPS building on Harbor Drive as a possible candidate. The building is for sale and the USPS plans to scale back local operations.

After discussion, the Board of Trustees decided that any immediate action on the Harbor Drive property was premature but that Gould should be commended for initiating the conversation about the future of the Library and, if at all possible, should be involved in the process going forward. Creating a "Library building or expansion exploratory committee" will be discussed at the next Board of Trustees meeting.

# **Library Policy Manual - Mission Statement**

An approach to updating the Library Policy Manual will be discussed at the January meeting.

# **Future Agenda Items**

Library building or expansion exploratory committee

Next regular meeting – January 8, 2012 at 4:00pm The meeting was adjourned at 5:35pm

Respectfully submitted, Abbot Chambers, City Librarian