

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
April 9, 2013**

The meeting was called to order by Chair John Walsham at 4:05 pm. Members Patricia DeLuca, Don Means, Elizabeth Terplan, and Myra Berkowitz were present. Also present was City Librarian Abbot Chambers.

Invite Public Comments

There were no public comments.

Minutes

The Minutes of the March 12, 2013 regular meeting were approved as amended.

Librarian's Report

Chambers reported on the planned departure of Jonathan Hirsch from his Library Assistant II job in August 2013. Hirsch will be getting married and moving to New York City. Chambers also provided an update on talks with Willow Creek Academy regarding sharing the funding for children's librarian Erin Wilson. More details will follow at future meetings. Other topics covered included the Sausalito People program series, the expected gift of mezzanine tables from the Friends of the Library.

Library Budget Report

Chambers distributed a report from the City accounting system showing March expenditures within the Library's various line items.

Quarterly Statistics for Q3 2013

Chambers distributed the quarterly dashboard for the third quarter of 2013, covering the period January to March, 2013. Despite the turmoil of the remodel project, circulation was essentially flat for the quarter when compared to the same period in 2012.

Council Buddies Update

There were no updates.

Council Request for Additional Funding from the Library Capital Improvement Fund

The trustees unanimously approved the following resolution: "The Library Board of Trustees approves the allocation of an additional \$18,149.00 from the Library Capital Improvement Fund for the remodel project." There was approximately \$109,000 in the fund before the allocation was made.

Library Remodel Update

Chambers provided an update on project elements still outstanding. The new shelf tops and ends for the new and reconfigured metal shelving in the Library should be ready in early May. New furniture has been ordered for Chambers' office. Library staff is working with Rapp Plant Rental on new plants for the Library. Chambers is still pulling together the new technology "petting zoo."

Chambers also provided details on the schedule for the remodel celebration week, which includes a kids party on the morning of Sunday, June 2nd; a friends, family and donors reception that evening; an

“everyone invited” coffee and jazz reception on the afternoon of Monday, June 3rd; a City Council citation for the Library Foundation on Tuesday, June 4th; a poetry/prose reading on Wednesday, June 5th; a “future of libraries” talk on Thursday, June 6th; and possibly a movie night in the Library on Friday or Saturday. Chambers will be researching the options for a City Council citation.

Next Steps in Strategic and Long-Term Planning

Means introduced a proposal to bring in library futurist and consultant Joan Frye Williams as the speaker for the June 6th “Future of Libraries” event. Since her per diem is \$2,000.00, the plan would be to bring her in to do an afternoon strategic planning preparation workshop in addition to an evening talk. The workshop would include Library Trustees and other stakeholders. The following resolution was adopted with one abstention: “The Trustees request that the Library Foundation consider funding Joan Frye Williams as speaker/consultant to help initiate the strategic planning process.”

Future Agenda Items

- Strategic planning
- Impact of \$0.25 daily overdue fee for DVDs

Next regular meeting – May 14, 2012 at 4:00pm

The meeting was adjourned at 6:00pm

Respectfully submitted,
Abbot Chambers, City Librarian