

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
December 10, 2013**

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

Invite Public Comments

There were no public comments.

Minutes

The minutes of the November 12, 2013 regular meeting were approved as written.

Librarian's Report

Chambers reported on the 11/20/13 remodel inspection of the Library by Building Inspector Kenneth Henry and remodel project manager Loren Umbertis (modifications may be necessary for the electronic petting zoo and the self-check station), the 2013/14 winter holiday schedule, and the library staff brainstorm session.

Library Tax

Chambers discussed a proposal that has been made by the City of Sausalito Finance Department to fully or partially fund the Library with a parcel tax. Such a tax would require 2/3 approval of the Sausalito electorate. The proposal was raised at a November City of Sausalito strategic planning session with the City Council. The City Council will likely be discussing the idea in early 2014. The Trustees were generally opposed to the idea, as it would likely confuse any future efforts toward a library capital campaign and a tax on regular operations goes against the concept of a free library.

Council Buddies

Board members discussed contacting their respective Council buddies about the proposed Library tax. Councilmember Linda Pfeiffer will be new Trustee Diane Brockob's buddy.

Library Budget Report

Chambers distributed two budget reports from the City of Sausalito accounting system. One showed November expenditures within the Library's various line items. The other showed budgeted amounts and summary expenditures within Library accounts for fiscal year 2014.

Rare Books Update

Chambers reported that Laurie Thompson of the California Room at the Marin Civic Center has identified approximately forty titles from the Library's pre-remodel "Rare Books" collection that she would like to add to the California Room's collection. None of the titles identified has significant information about Sausalito. All books with Sausalito information or by Sausalito authors have been retained within a new special collection. Chambers noted that some of the books identified by Thompson may be worth upwards of \$100 if sold to a rare book dealer. The Trustees felt that giving the books to the California Room so that they would continue to be available to the public was the right thing to do. The following motion was made and unanimously approved by the Trustees, "We resolve that the 40 or so books identified by Laurie Thompson be donated to the California Room with a preference that the books

acknowledge the Sausalito Public Library as the donor.” The next step with the leftover rare books will be to have them evaluated by rare book dealer Michael Good. The Trustees gave Chambers authority to sell leftover books to Good as he sees fit. Proceeds will go into the Library’s book budget.

Art in the Library

Chambers reported that he is still planning to work with Robert Woodrum of Sausalito Picture Framing to install a sample art hanging system in the Library. Woodrum was ill and Chambers on vacation, so the installation has not yet taken place.

Signage Update

Chambers reported that Richard Graef of Ace Design has delivered his preliminary signage plan. Chambers has begun shopping two sign types from the Graef plan to local sign makers for a final design and fabrication estimate. Chambers expects to ask the Friends of the Library for a grant to pay for the signs.

Friends and Foundation

The Trustees discussed the talks that are underway between the Friends of the Library and the Library Foundation on the future of the Library Foundation. One proposal being discussed is to merge the organizations. Another is to put the Foundation in a dormant state, with quarterly meetings and suspended fundraising, until the next major fundraising opportunity arises.

Guidelines for Library Use

Chambers presented a new draft of Guidelines for Library Use. The revised draft adds a new class of “zero tolerance” behaviors, like physical assault, that may result in an immediate suspension of library privileges. The revised draft also includes an appeal process that goes through the Library Trustees. Chambers will be compiling recommendations for changes and will present another draft, possibly for formal approval, at the next Library Board of Trustees meeting.

Future Agenda Items

- Signage update
- Art in the Library update
- Guidelines for Library Use
- Rare books update
- Friends and Foundation
- Library tax

Next regular meeting – January 14, 2014 at 4:00pm

The meeting was adjourned at 6:00pm

Respectfully submitted,
Abbot Chambers, City Librarian