

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
Friends Bookstore
October 14, 2014**

The meeting was called to order by Chair Myra Berkowitz at 4:00 pm. Members Elizabeth Terplan, Don Means, and Diane Brockob were in attendance. Also present was City Librarian Abbot Chambers. City Council liaison Tom Theodores joined the meeting at 4:45 pm.

Invite Public Comments

There were no public comments.

Minutes

The minutes of the September 23, 2014 regular meeting were approved as written.

Librarian's Report

Chambers reported the following:

- Artwork by Bill Kirsch is on display in the Library through October 25th. The next artist will be painter and printmaker Joan Arbil from October 26th to December 13th
- The Friends of the Library Board voted to grant up to \$2,500 towards the Little Free Library collaboration with Galilee Harbor.
- The recently approved "Guidelines for Library Use" policies have been called to action twice over the past few weeks, resulting in the suspension of two patrons for disrupting the Library.
- Chambers is looking into the purchase a new mobile podium for Library events.
- A recent staff "walkabout" of the Library physical space identified over twenty-five areas of improvement, including paint touchups, and our organization and presentation of supplies.
- A documentary film series is in the works for January and February 2015.

Library Budget Report

Chambers distributed two budget reports from the City of Sausalito accounting system. One showed September and October-to-date expenditures within the Library's various line items. The other showed budgeted amounts and summary expenditures within Library accounts for the fiscal year 2015.

Q1 2015 Statistics

The Trustees reviewed Library metrics for the first quarter of fiscal year 2015, covering the period July to September 2014.

Council Buddies

No report.

Trustee Interviews

Chambers reported that City Council interviews for the open position on the Library Board of Trustees are expected to be held in late October or November, 2014. Chambers is aware of two candidates, one of whom could be appointed as an alternate by the City Council.

Signage Update

Chambers reported on the expected phases two and three of the Library signage project. Phase two will involve the remaining small signs within the central area of the Library and the mezzanine. Phase three will focus on the wall signs inside the Library and at the Library's entry points.

Library Card Statistics

Chambers shared benchmark statistics showing the populations and percentages of library card holders and active library card holders at Marin's city libraries (Sausalito, Larkspur, Mill Valley, San Anselmo, San Rafael, Belvedere-Tiburon). Sausalito ranked just below Mill Valley and Belvedere-Tiburon in percentage of residents who have used their card within the past three months (23.8%).

Planning for the Future of the Library

Means discussed the desirability of taking practical steps toward a new or expanded library facility to better meet the needs of the citizens of Sausalito. The general sentiment among Trustees was that this should not be an immediate priority. Chambers discussed the ADA evaluation that will soon be underway for City Hall and suggested that one approach would be to implement additional improvements to the Library space at the time that ADA improvements are made.

Future Agenda Items

- Signage update
- Trustee interviews

Next regular meeting – November 11, 2014 at 4:00pm

The meeting was adjourned at 5:30 p.m.

Respectfully submitted,
Abbot Chambers, City Librarian