

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
Friends Bookstore
December 9, 2014**

The meeting was called to order by Chair Myra Berkowitz at 4:00 pm. Trustees Elizabeth Terplan and Diane Brockob were in attendance. Also present was City Librarian Abbot Chambers. Trustee Don Means was unable to attend.

Invite Public Comments

There were no public comments.

Minutes

The minutes of the November 11, 2014 regular meeting were approved as written.

Librarian's Report

Chambers reported the following:

- The Library staff created a "gingerbread library" for this year's Sausalito Chamber of Commerce Gingerbread House Competition and Tour. It will be on display through the end of December.
- The iPad Mini giveaway is underway.
- The Internet Archive is no longer picking up boxes of library discards.
- Construction of the Little Free Library will begin soon.
- The Litho entryway will be repainted when the weather dries out.
- The Friends of the Library have approved a grant to purchase a new P.A. system for the Library.
- Chambers hopes to be able to keep the Library open past 9pm if weather conditions are severe at closing time on Thursday, December 11.

Library Budget Report

Chambers distributed two budget reports from the City of Sausalito accounting system. One showed November and December-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.

Council Buddies

The Trustees discussed a letter that will be sent to new Sausalito City Councilmember Jill Hoffman to congratulate her on joining the Sausalito City Council. The City Council is expected to appoint two new Library Trustees in early 2015. One of those new Trustees will become the buddy of Jill Hoffman.

Signage Update

Chambers reported on the ADA modifications that were necessary to the designs of round two signs. The Friends have approved funding for the new signs and fabrication should begin soon.

City of Sausalito Strategic Planning

The City Council strategic planning sessions that had been planned for December 2014 have been postponed to early 2015.

Materials Selection Policy

Chambers distributed copies of the current Sausalito Public Library Materials Selection Policy, which was last amended by the Library Board of Trustees in January 2000. He also distributed copies of the Library Bill of Rights, which is referenced by the Materials Selection Policy. Chambers plans to update and revise the Materials Selection Policy, and expects to bring a new draft for the Trustees to review at their January meeting.

Other Business

Chambers presented a proposed amendment to the Guidelines for Library Use policy. At the January Trustees meeting, he will request a vote to add the following sentence to the "Repeat Violation Will Lead to Suspension" section: "Consuming alcohol is not permitted in the library, unless served at a library sanctioned event."

Future Agenda Items

- Signage update
- Trustee interviews
- City of Sausalito Strategic Planning update
- Materials Selection Policy
- Amendment to Guidelines for Library Use

Next regular meeting – January 13, 2015 at 4:00pm

The meeting was adjourned at 5:05 p.m.

Respectfully submitted,
Abbot Chambers, City Librarian