

**Minutes of the meeting of the
Sausalito Public Library Board of Trustees
March 9, 2010**

The meeting was called to order at 2:00pm by President Kaltreider. Members Berkowitz, De Luca, Gieselmann, Stroman, and Terplan were present. Also present (by telephone) was Council liaison Mike Kelly.

Minutes

The Minutes of the February 9 meeting were accepted as distributed.

Library Operations

Claims- The March Claims were reviewed and accepted.

Librarian's Report- There were no comments on the written report.

Librarian I recruitment- The recruitment closes on March 12; interviews on April 1, and starting date on May 3.

FY 2010-11 Budget-The City Librarian will meet with the Finance Committee in early May to discuss next year's budget. She will be asking to restore the Library's book budget. The Friends President may also attend the meeting to discuss the Friends ability to continue to cover this budget shortfall. At this time the City does not anticipate further budget cuts, however all departments have been asked to think about how possible 5/10/25% budget cuts would affect their service levels.

Trustee Business

Children's Grant update- The public should start seeing several new things in the children's section over the next few months: new library for children; new furniture, toys, puzzles, and a 'newborn pack' with information for parents and a book for the newborn. There was a successful family workshop in February and others are scheduled in April and June. Plans for a new and improved summer reading program are also underway.

Space Committee update- Member DeLuca and the City Librarian visited the Orinda and Lafayette libraries on February 23. Highlights: a) involve staff in design of public service desks to ensure proper ergonomics and other important dimensions and features are considered b)avoid blocking staff 'line of sight' throughout the library c)liked: window seats, alcoves, nooks, sound-proof rooms, carpet squares attached with Velcro, outside deck space.

The Librarian will be scheduling visits to about 15 additional libraries over the next four months.

Kaltreider, Stroman, Gieselmann, and Terplan are interested in joining staff members on the visits.

The Librarian spoke with consultants Page & Moris who agreed that the staff should 'do its homework' by visiting other libraries and considering important features to include *before* meeting with the consultants. The consultants said they would be available to meet with staff in early August. They also said that their quote could include 2-3 layouts and reminded the Librarian that this would not include designing the public service desks.

Digitization project- An estimate to bring the newspaper project up to the early 1960's should be available in a few months. A partnership between the California newspaper project and Google could bring costs down.

Review of Library's strategic plan (2008-2013)-Almost all of the goals have been completed or are in progress. Improving the physical space of the library is the main goal left to complete.

Council buddies- Councilmember Kelly suggested each board member invite his buddy for coffee and a tour of the Library to familiarize the councilmember with the space, its issues, and other Library concerns.

Board orientation- The Board reviewed a document that outlines who does what in the Library.

The meeting was adjourned at 3:05pm

Next meeting April 13, 2010 at 2:00pm

Respectfully submitted,
Mary Richardson
City Librarian