

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
June 14th, 2011**

The meeting was called to order by Chair De Luca at 4:00 pm. Members Berkowitz, Kaltreider, Terplan, and Walsham were present. Also in attendance were City Librarian Mary Richardson and Assistant City Librarian Augie Webb.

Minutes

The Minutes of the May meeting were approved as distributed.

Library Claims

The Library Claims were reviewed and accepted.

Librarian's Report

The Librarian's Report was reviewed and accepted.

Budget Status Report

The report (as of June 2, 2011) was reviewed and accepted.

2012 Budget

The City Finance Committee met on 5/13 to review the Library's 2012 budget and proposed use of the Library Capital Improvement Fund to match funding from the Library Foundation for the Library Makeover Plan. Requested were increases in the operating budget to reflect increased costs in supplies and annual MARINet fee. The City agreed that it should be responsible for the entire book budget without supplemental Friends funding. If there are no changes, the proposed budget will be adopted at the June 21st Council meeting.

Trustee Business

Library Makeover funding

During the May 17th meeting the City Council had a few clarifying questions of the City Librarian about the proposed plan but were otherwise supportive. At their May 11th meeting the Library Foundation confirmed their commitment to purchasing furniture for the Makeover Plan as part of a matching funds agreement with the City. If approved, the Makeover Plan could be launched as early as August, 2012. The Council will be making the final decision at the June 21st meeting. The timeline for implementing the Makeover Plan- will be the responsibility of the new City Librarian.

Council buddies-update

No updates to report. The Board will extend their appreciation after the budget has been officially adopted.

Succession plan-update on City Librarian recruitment

Applications for the City Librarian position are due by 5:00 pm on Friday, June 17th. Advertising for the position has been through the CLA Job Mart and local library distribution lists. Applications will be reviewed in June and candidates will be interviewed in July. Augie Webb will be Interim City Librarian following Mary's departure on July 22nd. Projected start date for new City Librarian is September 12th.

City Librarian will have more to report in July.

Board term expirations and election (July)

Member terms for Berkowitz and Walsham are set to expire in July. Their reappointments for continued service are pending Council interviews. Other member terms (DeLuca, Kaltreider and Terplan) are effective through July, 2013. Member Terplan will be replacing current Chair DeLuca and the Vice Chair will be Walsham.

Policy

No charge holds and read away fines for children, teen amnesty proposal

Starting in the fall, children will no longer have to pay .50 for holds. This is an ongoing policy change. Children also will be able to “read away” their fines October 15th-November 13th. Teens will be given a similar opportunity to remove their fines by attending one of the film series programs. This does not include lost books or fines incurred at other libraries.

Next meeting – July 19th, 2011 at 4:00 pm

The meeting was adjourned at 4:50 pm

Respectfully submitted,
Augie Webb, Assistant City Librarian