

**Minutes of the Meeting of the
Sausalito Public Library Board of Trustees
March 11, 2014**

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

Invite Public Comments

There were no public comments.

Minutes

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

Librarian's Report

Chambers reported on the following:

- A collaboration underway with the Marin City Library to provide outreach to Bayside Elementary and Martin Luther King, Jr. Academy in Marin City
- The spring Sausalito People series of Friday evening talks that begins on March 14th
- The increase in the circulation of Sausalito Library materials since January 1, 2014. Compared to 2013, circulation is up 33.7%
- A plan to digitize microfilm reels of the *Sausalito News* up to 1957

Library Budget Report

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

Council Buddies

There was no report.

2015-16 Library Budgets

Chambers briefed the Trustees on the 2015 and 2016 Library budgets. Chambers will be proposing a budget to the City Council that is essentially the same as the 2014 budget, with the exception of a small increase in funds allotted for hourly staff so that the Children's Librarian can work a Monday to Friday schedule instead of Tuesday to Saturday. He will also be asking for a \$0.50 per hour raise for the page staff.

Art in the Library update

An exhibit of five works from the Sausalito Historical Society collection is presently on display in the Library, using the new art-hanging system that was deployed in February. Chambers will be meeting with prospective members of a Library Art Committee on Tuesday, March 18th.

ADA Remediation

Chambers reported that he is still waiting for a response from Loren Umbertis on his proposal for remediating Americans with Disabilities Act deficiencies in the self-check station and the electronic petting zoo.

Signage update

Chambers reported that after reviewing proposals from sign fabricators, and with the advice of Barbara Geisler and JoAnn Goldschmidt of the Library Foundation, he will be working with Victoria Colella of Valhalla Signworks on new signage for the Library.

Hallway Bulletin Board Policy

The Trustees discussed a new policy governing postings on the community bulletin board that the Library maintains in the hallway outside the Library. A copy of the policy was distributed to Trustees in advance of the meeting. A motion was made to approve the policy with minor changes. The motion was seconded and approved unanimously.

MARINet System Administrator update

Chambers reported that the MARINet System Administrator position is now open to internal candidates within the County of Marin. The application period closes on Thursday, March 13. Chambers and the MARINet Executive Board will be reviewing applications on Monday, March 17 and interviews will be held with the full MARINet board on March 20.

Friends and Foundation

Chambers reported that the current proposal for the Foundation is to continue operations, but in a state of “working dormancy” (an internal term). Until such time that a major campaign becomes necessary, the Foundation would function with a smaller board, less frequent meetings (quarterly instead of monthly), and with a simplified investment portfolio. It is expected that the proposal will be voted on by the Foundation Board at their meeting of March 12th, 2014.

Future Agenda Items

- Signage update
- Art in the Library update
- Friends and Foundation update
- MARINet System Administrator update
- 2015-16 budget update
- Broadband primer

Next regular meeting – April 8, 2014 at 4:00pm

The meeting was adjourned at 5:45 pm

Respectfully submitted,
Abbot Chambers, City Librarian