

**Minutes of the Meeting of the  
Sausalito Public Library Board of Trustees  
Friends Bookstore  
April 13, 2015**

The meeting was called to order at 4:05 pm by Acting Chair Elizabeth Terplan. Trustees Dale Barnes and Judianne Eynon were present. Also present was City Librarian Abbot Chambers. Trustees Don Means and Diane Brockob were unable to attend.

**Invite Public Comments**

There were no public comments.

**Minutes**

The minutes of the March 10, 2015 regular meeting were approved unanimously.

**Librarian's Report**

Chambers reported the following:

- Ten new public computers will be installed in the Library over the next six weeks. The City of Sausalito IT Department paid for the computers out of its budget.
- The theme of this year's Summer Reading Program (SRP) is "Books by the Bay." The SRP will run from mid June to early August.
- The spring 2015 Sausalito People series is underway.
- Assistant City Librarian Augie Webb has organized a "Green Series" of recycling and conservation events that will take place on Thursdays in May.
- The first art reception in the Library will be held on April 25<sup>th</sup> to celebrate the opening of Ellen Rosenstein's exhibit of photographs.
- The Library hopes to add *Lynda.com* to its collection of online resources. *Lynda.com* offers technology training videos for a broad variety of software and hardware products.
- The Trustees are invited to the City of Sausalito Volunteer Recognition Event at the Spinnaker Restaurant on Thursday, April 16, from 6 to 8pm.

**Library Budget Reports**

Chambers distributed two budget reports from the City of Sausalito accounting system. One showed March and April-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. Chambers will be watching the budget closely as we approach the end of the fiscal year.

**Council Buddies**

Barnes reported that he had breakfast with Sausalito City Councilmember Jill Hoffman. Barnes shared an idea of Hoffman's to use the Library as a focal point for a program to receive, reformat, and redistribute old laptops within the community. Eynon sent a note to Councilmember Herb Weiner, but has not yet heard back from him.

### **Signage Update**

Chambers reported that he and City Building Inspector Kenneth Henry examined the crawl space above the Library and are confident that the hanging mezzanine signs can be properly anchored. Victoria Colella of Valhalla Signworks has begun work on the signs.

### **Fines on Children's Items – Update**

Chambers reported that, thanks to the vote by the Trustees at their March meeting, fines have now been eliminated on all children's and young adult items in the Sausalito collection. The Marin County Free Library (MCFL) led the charge on eliminating children's fines, and the San Rafael Library has also followed suit. A few letters of complaint have appeared in the Marin IJ from County Library users, but Chambers has not received any feedback from Sausalito patrons.

### **Amnesty on Children's Fines**

Chambers asked the Trustees to consider implementing the second part of the MCFL's library fines initiative, which is the elimination of existing fines on the card records of children and young adults. The goal of eliminating the existing fines is to encourage young people who may be discouraged by large accumulated overdue fines to come back to the library. Lost item charges would not be amnestied. Barnes proposed the following motion: "I move to adopt an amnesty on fines on Sausalito children's and young adult library cards. Chambers is directed to formulate a specific program of implementation." The motion was seconded by Eynon and unanimously approved. Barnes also suggested changing the billing and/or overdue notices that are sent out to children with long overdue items (e.g. "if you bring it back, you won't have to pay this bill").

### **FY 2016 Budget**

Chambers updated the Trustees on the FY 2016 City of Sausalito budget process. In early May, Chambers will present his proposed 2016 Library Budget to the City's Finance Committee. In addition to the annual cost of living adjustments for City employees, Chambers will be asking for small increases to the following line items in the Library's budget: Professional Services (delivery charges), Outside Computer Services (MARINet annual contract), Copy Machine Rental, Office Supplies, and Books. The total proposed Library budget for FY 2016 is \$862,365 compared to \$825,844 in FY 2015.

### **LINK+**

Chambers briefed the Trustees on the current situation with LINK+, the provider of the Library's second level of interlibrary loan service (after the MARINet libraries). The LINK+ pricing model punishes consortia like MARINet, and the San Rafael Library plans to drop out if Innovative Interfaces (the company behind LINK+ and the Library ILS) does not sharply reduce its cost. The Sausalito Library currently pays about \$10,500 per year for LINK+. If San Rafael and other Marin libraries drop out, Sausalito would likely go along with them rather than take on an additional share of the cost. Innovative Interfaces has communicated that they are considering a new pricing model and will let MARINet know in June.

### **Dogs in the Library**

Chambers reported on complaints from Library patrons about the noise and smell created by dogs inside the Library. At present, dogs are allowed in the Library provided that they do not disturb other patrons and thereby violate the Library's "Guidelines for Library Use" policy. Sausalito City Hall has "No Dogs" signs at the entrances, but this policy is not enforced. Chambers prefers to keep things the way they are until such time as the City moves to actively ban dogs from City Hall (service animals would be an exception).

### **Long-Range Planning Study**

This agenda item was tabled to the May meeting of the Board of Trustees.

**Other Business**

Barnes recommended creating a page on the Library website that would link people to free online classes like the ones offered by MIT.

**Future Agenda Items**

- Budget update
- Signage update
- Long-range Library planning study
- Update on children's fines

**Next regular meeting** – May 12, 2015 at 4:00pm

**The meeting was adjourned at 5:45pm**

Respectfully submitted,  
Abbot Chambers, City Librarian