

**Minutes of the Meeting of the  
Sausalito Public Library Board of Trustees  
Friends Bookstore  
November 10, 2015**

The meeting was called to order at 4:00 p.m. by Chair Diane Brockob. Trustees Dale Barnes, Elizabeth Terplan and Judianne Eynon were present. Trustee Don Means was unable to attend.

**Invite Public Comments**

There were no public comments.

**Minutes**

The minutes of the October 13, 2015 regular meeting were approved unanimously.

**Librarian's Report**

Chambers reported the following:

- Library staff held a brainstorm session on Friday, November 6, to generate ideas for improving the Library and library services in 2016.
- We are working on a plan to locate a new stand-alone book drop near the Litho Street entrance to the building.
- Augie Webb is currently recruiting for new hourly reference librarians.
- The pilings that make up the Little Free Library at Bridgeway and Napa have been bolted together. The next step is to make cutouts for the weather-proof shelving units.
- There will be a community forum about the Future of the Richardson's Bay Anchorage on Thursday, November 12, at the Spinnaker Restaurant. The forum is being presented by the Richardson's Bay Regional Agency and the City of Sausalito.
- There is a lull in adult library programs in November and December. In January, the schedule will pick up again, with the return of the documentary film series, our docent lectures, the Met Opera preview, and our Thursday evening speaker series.
- This year's Friends Holiday Party will be held on Sunday, December 6<sup>th</sup> inside the Library, beginning at 6pm. The Friends Bookstore will open for browsing at 5pm.

**Library Budget Reports**

Chambers distributed two budget reports from the City of Sausalito accounting system. One showed October and November expenditures within the Library's various line items. The other showed budgeted amounts and summary expenditures to date in the Library accounts for the fiscal year 2016.

**Council Buddies**

There were no reports.

**Signage Update**

Chambers reported that work is underway on the new signage for the Library's children's collections. The project is being funded by the Friends of the Library.

### **Update on Connecting the Library to the CalREN Internet Backbone**

Chambers reported that the Sausalito Library, together with the other public libraries in the MARINet consortium, will be applying to connect MARINet to the CalREN research network. Connecting to CalREN will allow us to upgrade the speed of the Library's internet connection from its current 5 Mbps to 500 Mbps or 1 Gbps. The State of California has made funds available to assist libraries in purchasing the equipment that will be needed to make that connection. Chambers expects that the Library will see an increase in its monthly connectivity charges (which are currently covered by the City IT budget), but that equipment costs will be negligible. If everything goes well and the network connection is deployed, the higher speeds will be online sometime after July 2017.

### **ADA Planning and Remodel 2**

Chambers reported on conversations with Jonathon Goldman and Loren Umbertis of the City of Sausalito Department of Public Works. Based on those conversations and on discussions with John McCoy, the architect who worked on the last Library remodel, Chambers foresees the following process:

- Gain support of City Manager Adam Politzer to move ahead with a project to address the Library's ADA deficiencies and investigate expanding the Library children's room
- Gain Library Foundation support to contribute funding toward the project, particularly those elements that go beyond the basic requirements of the Americans with Disabilities Act (ADA)
- Gain City Council approval for an RFP or RFQ for an architect with ADA experience to work with the City on project plans
- Seek to have City Council put the project on the FY 2017 priority calendar
- Engage the community in the planning process
- Develop project plans
- Seek approval for project from City Council
- RFP for contractor
- Construction

### **Demonstration of Bibz Tool for Book Ordering from Brodart**

Using a laptop computer, Chambers demonstrated the book ordering tool ("Bibz") that Sausalito librarians use to order new books from Brodart, the Library's primary book vendor.

### **Other Business**

There was no other business.

### **Future Agenda Items**

- ADA Planning and Remodel 2
- Signage update
- CalREN update

**Next regular meeting** – December 8, 2015 at 4:00 p.m.

**The meeting was adjourned at 5:30 p.m.**

Respectfully submitted,  
Abbot Chambers, City Librarian