Minutes of the Meeting of the Sausalito Public Library Board of Trustees August 14, 2012

The meeting was called to order by Chair Elizabeth Terplan at 4:05 pm. Members John Walsham, Nancy Kaltreider, Patricia DeLuca, and Myra Berkowitz were present. Also present was City Librarian Abbot Chambers.

Invite Public Comments

There were no public comments.

Minutes

The Minutes of the July 10 regular meeting were approved.

Library Claims

The Library Claims for June were reviewed and accepted.

Librarian's Report

The Librarian's Report for July was reviewed and accepted. Topics covered included the successful conclusion of the summer reading program, July 2012 circulation, a new ordering process, and a new program committee that is being formed.

FY 2013 Budget

Chambers reported on the FY 2013 budget, which was approved by City Council on June 26, 2012. The new budget provides funds for a full-time children's librarian.

Council Buddies Update

There were no updates.

FY 2013 Chair and Vice Chair

John Walsham was nominated for and unanimously approved as Board Chair for FY 2013. Myra Berkowitz was nominated for and unanimously approved as Vice Chair for FY 2013. Chambers was instructed to obtain a list from the City Clerk showing term expirations and number of consecutive terms served.

Library Remodel Update

Chambers reported on the current status of the construction and furniture components of the library remodel project. The current project schedule calls for construction to begin in October and finish in December. Furniture would be installed in December. A display has been posted on the library bulletin board to inform the public about the project.

Approve FY 2013 Fee Schedule

Chambers distributed a copy of the FY 2013 fee schedule for formal approval. A motion to approve the fees was unanimously approved.

Library Policy Manual

Chambers reviewed a patron request to formally adopt the American Library Association Code of Ethics as library policy. Chambers suggested that this would be a good opportunity for the Board to conduct a full review of the library policy manual, which does not appear to have been formally updated for many years.

Terplan proposed the following resolution: "We should investigate our policies and investigate the policies of other libraries and the recommendations of library support organizations and begin an effort to revise the policy manual of the Sausalito Public Library." The resolution was seconded and unanimously approved.

Chambers was instructed to inform the patron making the request that the Board will consider adopting the ALA Code of Ethics as part of its larger overhaul of the Sausalito Public Library policy manual.

Next regular meeting – September 11, 2012 at 4:00pm The meeting was adjourned at 5:50pm

Respectfully submitted, Abbot Chambers, City Librarian