

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

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

**Invite Public Comments**

There were no public comments.

**Minutes**

The minutes of the January 14, 2014 regular meeting were approved as written.

**Librarian's Report**

Chambers reported on the following:

- The completion of a 30-hour consulting contract with Willow Creek Academy. Children's librarian Erin Wilson assisted Willow Creek in planning for their new library.
- The success of the Library's "fine amnesty" week in January. \$970.45 in fines was waived on overdue Sausalito items. Circulation was up 42% for the week over the previous year.
- The planned installation of a new projector screen in the Library on February 17, when the Library is closed on Presidents Day. The Friends of the Library approved a grant for the screen at their meeting on February 4.
- A new e-book platform called "Enki," now available to patrons of Marin libraries. The Enki platform is library maintained and controlled, unlike the 3M and Overdrive collections.
- The hiring process underway to replace the MARINet System Administrator, who is retiring in July.
- The new Parent Advisory Group and Tween Advisory Council organized by Erin Wilson
- A new volunteer in the Library provided by the Marin City Community Development Corporation as part of a program to help adults who are re-entering the workforce.

**Library Budget Report**

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

**Library Tax**

Chambers reported that there have been no new developments since the January Trustees meeting. It remains unlikely that the City Council will pursue a Library parcel tax in the near future.

**Council Buddies**

Berkowitz welcomed her buddy, Councilmember Herb Weiner, as a special guest at the meeting.

**Guidelines for Library Use**

Chambers presented a small revision to the Guidelines for Library Use on the advice of the Sausalito City Attorney. Language stating that an appeal would automatically be denied if the appellant failed to appear was deleted. A motion to approve the revised Guidelines was approved unanimously.

### **Format for Meeting Minutes**

Chambers alerted board members that the format for Library Board of Trustees minutes and agendas may change in the coming months to conform to new City of Sausalito standards.

### **Art in the Library**

Chambers reported that installation of the new art-hanging system is underway, though progress is slow because the work is being done by an overburdened Department of Public Works. The Friends of the Library have generously provided a grant to pay for the hanging system.

### **ADA Remediation**

Chambers reported that ADA remediation of the self-check station and the technology petting zoo will be necessary. He has presented a remediation plan to Loren Umbertis of the Department of Public Works and is awaiting word on next steps.

### **Signage Update**

Chambers reported the following:

- JoAnn Goldschmidt and her associate Tim Pryor, along with Foundation President Barbara Geisler, have recommended a “warm gray” as the backing color for the new signs.
- He has preliminary estimates from Valhalla Signworks and Thomas Swan Sign Company and is expecting estimates from Centric and Blue Pond.
- He will present designs to the Trustees before work begins.

### **Friends and Foundation**

Chambers reported that the Foundation will be meeting on February 12 to discuss next steps. The two options that will be considered are to disband the Foundation and create a Foundation Committee within the Friends, or to pare down Foundation operations to a bare minimum. If the former, a proposal will be made to the Friends at their March meeting.

### **Future Agenda Items**

- Signage update
- Art in the Library update
- Friends and Foundation update
- MARINet System Administrator update

**Next regular meeting – March 11, 2014 at 4:00pm**

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

Respectfully submitted,  
Abbot Chambers, City Librarian