

Minutes of the Meeting of the Sausalito Public Library Board of Trustees

January 11, 2007

The regular meeting of the Sausalito Public Library Board of Trustees was called to order on January 11, 2007 by President Bair. Members De Luca, Follett, Whitaker and Geisler were present.

Minutes – The Minutes of the December meeting were approved as distributed.

Library Operations Reports

- January Claims-were reviewed and accepted
- Librarian's Report – No comments on written report. No oral report.
- 2nd Quarter Statistical Report- no comments
- Recruitments- Interviews for the Library Assistant II will be held on January 19. The deadline for the Librarian II applications has been extended until January 31.

Trustee Business

- a. Library / Board Goals progress report
Sausalito Library Foundation and Strategic Plan update
Yesterday's Library Foundation board meeting was summarized. The Library Foundation has several possible short range funding initiatives, among them being a portable bank of computers for public computer classes, and expressed interest in developing a strategic plan for the Library.
The Foundation is supportive (in concept) of a strategic planning process for the library and is willing to fund the process that Library consultant Ruth Metz outlined at a meeting earlier in the day. Simply put, the process will assist the Library Board and Foundation in assessing –with a 5 year horizon- where the Library is now, where it wants to be, and how it will get there. The Library Trustees consider themselves equal partners with the Library Foundation in the planning process.
The Board decided to ask Ruth Metz to submit a proposal for a strategic plan (taking 6-9 months) and that it be divided into stages with the ability to stop the process at any stage. Once the Board of Trustees receives, reviews and approves the proposal at its February 8 meeting it will go to the Library Foundation Board for review and approval of the expenditure at its February 14 meeting.
- b. Improve the Library's section of the City's webpage- A new, improved version of the City's webpage will be rolled out Mid-May 2007. It will enable each department to easily update and add new sections to their pages.

- c. Report to City Council- After some discussion it was decided that President Bair will make a brief oral presentation to the City Council at its January 23 meeting. He will review the Library's budget and fundraising efforts over the past three years, comment on other achievements and concerns, and mention the proposed strategic planning process. Council Liaison Mike Kelly will be invited to attend the next Board meeting to further discuss items mentioned in the oral report to the Council.

The meeting was adjourned at 5:17 pm

Next meeting – February 8, 2007

Respectfully submitted,

Mary Richardson, City Librarian