

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

May 10, 2007

The regular meeting of the Sausalito Public Library Board of Trustees was called to order by President Geisler. Members De Luca, Follett, Stroman and Ware were present. Member Whitaker was absent.

Minutes- The Minutes of the April 19, 2007 meeting were approved as distributed.

Library Operations Reports

- May Claims- were reviewed and accepted.
- Librarian's Report- The Librarian reported that long-time Library supporter Cameron Dorsey passed away on May 4. His obituary requested that donations be made in his name to the Friends of the Library. There will be a memorial held on June 10 from 4pm – 8pm at the Sausalito Cruising Club.
- FY 2007-2008 Budget- The Librarian informed the Board that Budget hearings will take place at the Council meeting on May 29. The Board asked her to email them and the Friends once she finds out what time it will take place so that they can attend. They also suggested that she make a chart showing the book budget over the past ten years and a chart showing how many books can / cannot be purchased depending on the budget.
- Library Furniture- JoAnn Goldschmidt has submitted cost estimates on office chairs for staff and a new desk for the Librarian. The Librarian suggested the Board wait until the next meeting to further discuss this item.

Trustee Business

- Library Foundation- Lee Follett reported that the Foundation will be sending out a mailing in June to Foundation donors, Centennial Fund donors and Friends of the Library. The entire Foundation Board and half of the Advisory Committee have already pledged annual gifts to the Foundation. The Foundation now has over \$400,000 in its accounts and is hoping to increase the total to at least \$1 million. The Foundation Board has grown to 9 members. The first project the Foundation is funding is the Strategic Plan. The second project (approved this month) is a portable computer lab for the library. The Foundation has approved supporting this project but it is also looking for funding.
- Strategic Plan- President Geisler reviewed her conversation with Ruth Metz who made suggestions as to what the Board can do before she

meets with them in July. The Board decided that an ad hoc committee including the Board plus Don Means (Library Foundation) and Libby Wilkinson (Friends) meet on May 15 (9:30-11:00am) and May 23 (9:30 – 11:00 am) to discuss the scope of the strategic plan project and the size, makeup and desired traits of the strategic planning committee. To prepare for the meeting, the group will read the first Chapter in The New Planning for Results book on strategic planning for libraries. It is hoped that these two meetings will result in a description of the scope of the plan, a list of committee members, a list of what will be expected of each of the committee members, and an outline and time line of the activities they will complete. The Librarian will purchase eight more copies of the planning book and obtain a list of Sausalito ‘thought leaders’ from Kevin Bryant. She and her assistant will also begin gathering demographic information on Sausalito (borrowing from groups that have recently already gathered this information) and create a ‘snapshot’ of the library (staffing, services, etc.). Betsy Stroman will contribute any pertinent information from the Business Visioning Group.

The meeting was adjourned at 5:20 pm

The next regular meeting will be on June 14, 2007.

Respectfully submitted,

Mary Richardson
City Librarian