

## Strategic Planning

### Special Meeting of Library Board of Trustees

June 5, 2007

Present: Barbara Geisler, Patricia DeLuca, Betsy Stroman, Myralin Whitaker, and Lee Follett. Guest Nancy Kaltreider was present.

Lee Follett raised a question as to the timeliness of involving strategic planning committee members early on in the process so that they may become part of the planning-to-plan process. The issue was discussed and tabled in order to investigate other issues that might impact this decision.

Barbara Geisler lead a discussion on her conversation with Ruth Metz and that she outlined in notes distributed to the Board. Ruth highly recommends that consideration be given to hiring a professional to conduct a survey and to lead focus groups. This would produce a scientific result and lay the groundwork for a community input source that would give a solid background of facts for a future presentation to the City Council.

Lee Follett asked for means used to reach people. Suggestions were: telephone, mail, email (online) town hall, focus groups, library on-site surveys, organizational outreach.

Myralin Whitaker asked "What do we want to learn from a community survey?" This dovetails with the charge of the Library trustees which is oversight of the library services, finances, vision, relevance to the community and space. Based on the Trustee objectives, the SPC committee and professional surveyor would prepare a questionnaire to elicit input from the greater Sausalito community and to provide information to be presented to the City Council.

A timeline was discussed with consideration given to commencing during the summer rather than waiting for the fall. If a committee were in place soon, an orientation meeting could begin in July and work through August, September, October, November, January and February with a presentation of the plan to the Board of Trustees in March of 2008.

It was decided that a position statement would be prepared for the potential committee members from information discussed at this meeting. The position statement would include information about the timeline, expected outcome, information about funding of the strategic plan and focus on potential bond issue. Committee members would be telephoned and asked to join the SPC committee. A diverse list of 13 potential members was compiled taking into consideration age, gender, and community affiliations

No action will be taken until Barbara Geisler speaks with Ruth Metz regarding a clear direction for the next step.

The meeting was adjourned at 11:00 a.m. The next meeting will be held on June 18, 2007 at 9:30 a.m.

### **Proposed Strategic Planning Committee Members**

Mary Lou	Anderson	Friends, historical
Wayne	Bonett	Former mayor, book publisher
Kevin	Bryant	Asst. City Manager, leads Business Vision project
Marilyn	Burns	Educator. Teaches teachers to teach math
Deborah	Dewey	Technology, Business, Catholic church
Barbara	Geisler	Foundation and Trustees
Sonia	Hansen	Economist, statistician, Yacht Club
Jeremy	Holt	Works in Administration at City Hall, Sausalito resident in his 20s, member of the Lions Club
Nancy	Kaltreider	Focus groups, organizational, curriculum
Bob	Stroman	Per Betsy
Robin	Sweeney	Civic, former mayor and council member
Audrey	Webb	Library staff member
Jonathan	Westerling	Radio, arts commission, part time law study