

Special Meeting of Strategic Planning Subcommittee of the Library Board of Trustees

August 7, 2007

10:00 a.m.

Present: Barbara Geisler, Betsy Stroman, , Augie Webb, Mary Richardson, Patricia DeLuca (by telephone)

The Strategic Planning Subcommittee met to discuss a revised version of the telephone survey that had been provided by Ruth Metz, following her receipt of input from various board members. The Subcommittee, after reviewing the revised survey, had suggestions for certain additions, changes, and deletions. It was also felt that the questions relating to "service responses," were confusing, and Mary and Augie agreed to try to modify them, for clarity and to forward their proposed changes to Barbara, who would incorporate the changes, as well as others agreed to at the meeting, circulate them to the subcommittee, and send them to Ruth.

It was also agreed that a memo should be sent to each of the city council members informing them of the fact that the survey would be conducted, and that notice should also be placed in "In the Loop" and in the Marin Scope. The message will be signed by Patricia. Finally, it was agreed that a letter would be sent to all members of the Strategic Planning Committee, on Sausalito Library letterhead, with a self-addressed stamped envelope, confirming their appointment, informing them of the members on the Strategic Planning Committee, and giving them some idea of the schedule and proposed timeline for Committee activities. The committee members would also be asked to provide the board with contact information and information concerning their availability, mailing this information back in the enclosed stamped self-addressed envelope.

Patricia will be out of town from September 15 to October 13 and Nancy Kaltreider will be out of town from September 5 until October 6. Since both are members of the Strategic Planning Committee it was agreed that the scheduling of meeting dates for the Strategic Planning Committee should take these dates into account.

There being no further discussion, the meeting was adjourned at 11:40 a.m.

Betsy Stroman