

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

February 8, 2007

The regular meeting of the Sausalito Public Library Board of Trustees was called to order by President Bair. Members Geisler, De Luca, Ware, and Whitaker were present. Also present was Council Liaison Mayor Mike Kelly.

Minutes- The Minutes of the January 2007 meeting were approved as distributed.

Library Operations Reports

- February Claims were reviewed and accepted with one correction
- Librarian's Report –
 - a) Today's meeting is Board President Bair's final meeting. He has been appointed to the Planning Commission and cannot serve on two Boards simultaneously. The Board will elect a new President next month. The Board will also encourage interested community members to apply for the vacant Board position. It was noted that there will be an additional two positions open in July when Members Follett and Geisler's terms end.
 - b) The City Librarian noted an increased interest in programs for children under 3 years old. The current story time is intended for children between 3 and 5 years old. The City Librarian said she plans to hire a children's librarian that specializes in programs for that age group and have her do one program a month on a trial basis. She also noted that there have been more requests for children's DVDs. She plans to withdraw a number of children's videos and replace them with new children's DVDs.
- Librarian II and Library Assistant II Recruitment- The new Library Assistant II - Lindsay Wyatt is just completing her first week and is rapidly learning the job. She is a perfect fit for our staff and community. The interviews for the Librarian II position will be in early March. Eight candidates (out of 30 applicants) will be interviewed.

Trustee Business

- Strategic Plan **ACTION: The Board approved the Strategic planning process as outlined by Ruth Metz and the Board formally requests that the Library Foundation proceed with executing a contract with Ruth Metz for phase one of the Strategic Planning process, with the intention of completing the other phases but with the option to stop the process at any stage.**
- State of the Library Report- President Bair presented a State of the Library report to the City Council at its last meeting. He highlighted annual statistics (such as over 83% of residents have library cards and there are 500 Friends memberships) and accomplishments such as the Centennial Fund, establishing the Library Foundation, restoring the Librarian II

position, and the Library receiving a high rating on community survey of City Services. He also noted upcoming challenges and opportunities such as the end of the Centennial Fund contribution to the Library's book budget this year and the upcoming Strategic Planning Process.

Next meeting – March 8, 2007 at 6:00 pm (NOTE CHANGE)

Respectfully submitted,
Mary Richardson,
City Librarian