

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

December 16, 2004

The meeting was called to order by President Follett at 6:00 pm. Members Bair, Porter and Whitaker were present.

Minutes

The Minutes of the previous meeting were approved as distributed.

Claims

The December Claims were reviewed and accepted.

Librarian's Report

The City Librarian noted that downloadable unabridged recorded books will soon be available both from the MARINet webpage as well as from our library's webpage. They are two different collections. After the loan period expires, the ability to listen to the book will also expire. These collections will dramatically increase the number of items available of a very popular format without taking up any additional shelf space or costing us anything in processing.

Board Goals

- Library Goals-progress report. The extended poll on the paint and carpet colors ends on December 31, 2004. The results will be reported at the next Board meeting. Cyber Mondays (training on using our online catalog) will begin in January 2005.
- Communications between Board and Council and Centennial Fund-progress report. At their December 14 meeting, Board President Follett, Friends President Sheridan, Centennial Fund Steering Committee chair Hock and the City Librarian announced a Centennial Fund milestone to the City Council-the total of pledges and donations (given by approximately 300 people) is now over \$100,000. They also reminded the Council of the pledge they made at their May 2004 Council meeting that the City's funding of the library's budget wouldn't be reduced because of outside fundraising. Donors are giving to the fund based on the understanding that the Friends are helping the Library through tough economic times and, when the economy turns around, the City will restore the cuts to the Library's budget and the Centennial Fund will be used to enhance library services.
- Marin Community Foundation-President Follett and the City Librarian met with Don Jen of the Marin Community Foundation. We shared information with him on the status of the Library Centennial Fund campaign. Don agreed to a)discuss with the anonymous donor the possibility of a gift to kick off the second phase of our campaign this winter-one which will

involve business as well as individual solicitations. b) possibly present the Library campaign as a choice for grant consideration by the Foundation's donor-advised funds in late Spring and c) keep in mind the Library's endowment campaign for discussion with the anonymous donor and perhaps other funds with interest in addressing ongoing organizational stability.

- Friends of Library-nothing to report
- Library Foundation- President Follett reported that Don Means would be researching creating a library foundation as well as the pros and cons of doing so. Don has suggested we gather people from other library foundations in Marin County to hear their stories of how they created their foundations.

Patron Survey- Members Bair and Porter will meet with the City Librarian on January 10, 2005 to discuss the questions on the next patron survey.

Bylaws- Member Whitaker shared her updated version of the Board Goals. The City Librarian will double check some of the details (California Education Code numbers, term limit. The Board will review the document between now and the next meeting and vote on its approval at the next Board meeting.

Next meeting date will be January 13, 2005

The meeting was adjourned at 7:15 pm

Respectfully submitted,

Mary Richardson, City Librarian