

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

February 10, 2005

The meeting was called to order by President Follett at 6:00 pm on February 10, 2005. Members Bair, Geisler, Porter and Whitaker were present. Also present was Don Means.

Minutes

The Minutes of the January 13, 2005 meeting were approved as corrected.

Claims

The Claims were reviewed and accepted.

Librarian's Report

There were no comments on the written report. Members Whitaker and Follett said they were planning on joining CALTAC. The City Librarian noted that the web-based OPAC (catalog) will have a new face and a few new functions beginning on February 14.

Board Goals

- 2004-05 Library Goals -
Library improvements- The City Librarian met with Margaret Simon who was the decorator for the firm that designed the library. She said she liked the carpet we had chosen but that we should get a guarantee from the manufacturer that it won't come loose on an uneven surface. She also made a few other useful suggestions about the painting and lighting of the library. The City Librarian has started working with the City's engineers to begin the bidding process. We're hoping that we can do informal bidding which only takes 30 days.
- Communications between the Board and the City Council- We were happy to see Mayor Scremin, Council liaison the the library-Albert and Council member Belser at the Friends Dinner. They all spoke highly of the Library's Centennial Fund.
- Centennial Fund- The Centennial Fund is now approaching \$130,000 (including both gifts and pledges). There is a new three-year 'bookshelf' charting the progress as well as a new poster listing the names of donors. A new brochure is being written and newspaper articles planned. A list of potential business donors is being compiled and the San Francisco Foundation approached for potential Marin County donors. The renewal letter to donors is being written and should go out in the next month or so.

At the Friends Dinner on February 8, Member Porter thanked the Friends and the Centennial Fund committee for all they have done for the Library.

- Friends of the Library- The Friends granted the Library a \$10,000 Wish List (which gets counted as part of the Centennial Fund annual goal of \$100,000). The list includes downloadable audio books, children's programs, Mergent database and plant service. They are also donating a celestial globe in memory of KT Kalbfleisch.
- Library Foundation- The City Librarian, Member Geisler and Don Means reported on the meeting they attended that was convened by the San Rafael Library on January 29. They considered the Mill Valley Library Foundation the best one for us to model our foundation after. The City Librarian will be getting a copy of their manual and sharing it with the Board. Once the Board feels it has gathered and digested enough information they will include members from the Friends and Centennial Fund Committee when they discuss the possibility of creating a library foundation. Don Means is invited to attend the March Board meeting.

Patron Survey- The Patron Survey will continue until March 15. We have already received a lot of responses.

Next meeting - March 10, 2005 at 6:00 pm

The meeting was adjourned at 7:20 pm

Respectfully submitted,

Mary Richardson, City Librarian