

**SPECIAL Meeting
BELVEDERE TIBURON LIBRARY AGENCY
JOINTLY WITH BELVEDERE TIBURON LIBRARY FOUNDATION
Belvedere Tiburon Library, Tiburon, California
February 29, 2024**

AS APPROVED ON APRIL 15, 2024

Roll Call, Present: Chair Roxanne Richards, Vice Chair Anthony Hooker, Treasurer Jeff Slavitz, Lawrence Drew, Kenneth Weil

Members Absent: Niran Amir, Emily Poplawski

Also Present: Crystal Duran, Aviva Boedecker, Lucy Churton, Sylvia Singh, Michelle Thompson, Diane Green, Michelyn Good, Heather Lobdell, Kristin Johnson, Joey Della Santina

CALL TO ORDER: Chair Richards called the meeting to order at 9:05am

OPEN Forum:

Chair Richards opened the floor to comments or questions from the public. There were none.

1. Welcome and introductions

Attendees took turns introducing themselves, sharing where they lived, and their role and involvement in the library.

2. Overview of library revenues and expenditures

Director Duran gave an overview of historical library revenues and expenditures, excluding capital expenses. During the presentation, staff highlighted consistent increases in property tax revenues of 5% and noted lower expenditures, resulting in net savings in previous years. However, for FY24-25, staff a projected deficit if expenditures continue increasing. Staff shared that private fundraising, pursuing grants, and reducing programming costs are some strategies required to close the funding gap.

3. Review and Discussion of Strategic Plan

Director Duran gave a high-level presentation of the strategic plan, noting strategies that are achievable with little to no additional resources (highlighted in green), strategies that require extra time with some other resources but are likely feasible (highlighted in yellow), and strategies that need additional funding (highlighted in orange). Staff will focus on “green highlights” in Year One.

Following the presentation, participants separated into two smaller groups to discuss and address the following prompts: *Focusing on the strategies highlighted in orange that require significant resources, which strategies would you prioritize within the next three years? How do we mobilize the community for additional and ongoing support?*

- The groups collectively shared that updating furnishings, adding backup power to the building for use during times of natural disaster, and outreach and engagement were top priorities. The groups highlighted opportunities to engage

the community through welcome packets, ambassadors, and frequent messaging.

4. Evaluation and Closing Remarks

Director Duran requested attendees complete an online evaluation of the retreat to share what worked well and any additional follow-up. The evaluation will be sent via email within the week.

In closing, various attendees highlighted interesting aspects of the day and committed to the library's success by sharing more with peers, volunteering, and supporting fundraising efforts.

Chair Richards adjourned the RETREAT at 12:15pm.

Respectfully submitted, Crystal Duran, Library Director