

Brooks Memorial Library  
Strategic Planning Committee  
Minutes of Meeting of March 22, 2018  
Local History Room, 4:30 p.m.

1. Meeting called to order at 4:35 p.m. by chair Jane Southworth Present were Pam Becker, Jane Southworth, Elizabeth Tannenbaum, Connie Bresnahan, Jeanne Walsh, Lindsay Bellville, and Starr LaTronica.
2. No changes were made to the agenda
3. No members of the public were present.
4. Minutes of January 25, 2018 approved as presented. No business was conducted at the 2/15/18 meeting due to lack of a quorum.
5. The committee continued review and changes to the Emergency Plan template we are using to help create our emergency plan. Jane reported that she had reviewed the entire template with Fire Chief Michael Bucossi, and that she hopes to meet with Police Chief Fitzgerald soon. The committee has so far managed to complete review of 18 out of 31 pages the template.

ACTION: During the meeting, a discussion ensued about purchasing the AED (diffibrelator) and the committee passed a motion to purchase one. It was further decided that all full-time staff should be trained to use it..

6. No new/other business was discussed.
7. Next meetings: April 26, May 24, and June 21, all 4:30 p.m. in Local History Room.
8. Meeting adjourned at 6 p.m.