

Brooks Memorial Library Strategic Planning Committee Meeting Minutes
July 30, 2015

Present: **Committee members:** Jane Southworth, Jerry Carbone, Pam Becker, Jeanne Walsh, Jennifer Lann, Elizabeth Tannenbaum (citizen), Ann McCloskey (citizen & recorder); **Other:** Howard Burrows, trustee

1. Minutes from our last meeting (January) were approved.
2. Current plan was reviewed, in general. Library hours will be increased from 50 to 56, as per the plan, with using some of the funds from the Read bequest. Thursday mornings and Saturday afternoons will be added back in.
3. We looked at the 8/26/13 update to service priorities document. Jerry had sent two documents the day before this meeting that he had created at the end of 2014, which also reviewed progress on service priorities.
4. We talked about the process followed in the past when creating plans and wondered how the Vermont Library Association may have re-defined the roles of libraries, as we think about what our next plan will focus on for goals (service priorities).
5. Pam mentioned that **Goal I, objective D** is one that we will want to focus on over the next year and beyond, given the new space that will be available. Input from teens will be important before planning a YA space.
Task: Involve teens in the YA space planning.
Who: Paige
6. Jerry: Working with Chip on space reconfiguration and hiring a new director will be major priorities in the near future, for the library.
7. Howard: We need to focus on who is not using the library. A new life-long learning program beginning this fall should really focus on bring the whole community in. (This will involve a 10 hour a week staff position.) Pam: Goal II, objective B addresses this issue. We might add a task under **Goal II, objective C.**
Task: Based on the success of the lunch program, we will continue to explore options for family based program
Who: Lindsay and Paige will work with the new hire (see above).
Task: Explore the idea of a life-long learning programming committee, consisting of the new director, the new programming hire, someone from The Friends, and a Trustee, for instance.
Who: the new director and staff and trustees and Friends of the Library
8. **Goal III, objective A, new bullet under task 2: assist Guilford library in joining the Catamount Library Network**
9. **Goal IV, objective B**
Task: Fully integrate Biblioboard into library services.
Who: Cal and Jeanne
10. **Goal V, objective F**
Task: Explore feasibility of greater coordination with Windham Cares Bookmobile.
Who: staff
11. **Goal V, objective B**
Task: Space changes will be implemented
Who: Cal
12. Ann will send draft minutes to Jerry and Jane and then a status update can be drafted.
13. Invite Amy Howlett to a meeting.
14. Everyone should look at the VTLIB Planning Documents and the Trustees Manual 6th edition. before the next meeting, which will be September 3 at 4:30 (until 6:00). Jerry will send a link to these document.