

# Brooks Memorial Library

## Minutes of Strategic Planning Committee, Oct. 26, 2021

Present: Leo Schiff, Kate O'Connor, Howard Burrows, Jane Southworth, Karen Tyler, Ann Varilly, Gabe Pofcher, Starr LaTronica, Jeanne Walsh, Olivia Mastria (online), JoJo Kauffman (online)

Ann called the meeting to order at 4:32 in the Community Meeting Room. Minutes were approved as written. No changes to the agenda and no public comments.

### **Continuing business**

#### **Next steps in planning process**

##### Discussion with two student interns to develop the community survey

UVM student interns Olivia Mastria and JoJo Kauffman attended via videoconferencing. They presented a draft of a survey. Starr and these interns previously met with Town Planner Sue Fillion, and they discussed the possibility of using the survey to also gather information for a new Town website.

We discussed whether the survey should be combined with the Town survey. The consensus was that we would probably keep them separate. We talked about the overall shape of the survey and provided specific feedback on various questions. We'll also send written feedback so JoJo and Olivia can continue to develop the survey. Committee members will send comments to Starr by Nov. 3.

Phrases like "Community Care Center," "Hub," and "thinking outside the box" came up, reflecting our focus on community and nontraditional resources.

##### Update on the possibility of engaging a paid consultant

Starr has done some research but hasn't found any consultants for libraries specifically in New England. Leo reached out to a local consultant and identified a few others, and he reported on what he learned. Also, United for Libraries might have ideas on the planning process.

We discussed how a paid consultant might affect the timeline of the project. Also, should we compare several candidates? This decision would have to be approved by the whole Board.

Leo will write a one-page overview of what we're looking for in a consultant. Not a formal RFP, just a set of ideas that would be helpful if committee members reach out to consultants.

**Next meeting:** Nov. 16, 4:30pm