

**BROOKS MEMORIAL LIBRARY**  
**Strategic Planning Meeting**  
**Tuesday, March 22, 2022, 5:00 PM**

**Meeting to be held via Zoom or in Person**

Join Zoom Meeting

<https://us02web.zoom.us/j/84846058405?pwd=cFM2N2pFODk5bkl5M083VGI3MVBfQT09>

Meeting ID: 848 4605 8405

Passcode: 661248

**AGENDA**

Call to Order / **5:00 PM**

Agenda - Changes or additions

Public Comments

Approval of Minutes of February 28, 2022

**CONTINUING BUSINESS**

- Next Steps in Planning Process
  - Review List of Organizations
    - Prioritize: Forums (3 to 5?) versus Email the Survey
    - Add contact name and email address
    - Other
- Committee Description Update
  - See attached for discussion/comments
  - Change the committee's name?

**NEW BUSINESS**

- Community members to serve on committee?

**ADJOURN**

## Current

### **STRATEGIC PLANNING COMMITTEE**

Jane Southworth, Chair

Members: Starr LaTronica, Jeanne Walsh, Lindsay Bellville (staff), Elizabeth Tannenbaum (Community), and Jane Southworth, Beth Ruane, and Leo Schiff.

Statement of Goals: 2/20

Board approval: \_\_\_\_\_

The Planning Committee has achieved its goal of reviewing our current Strategic Plan and noting our progress on a matrix. The current plan runs until 2022. We will meet again in April, 2020 (Thurs, 4 /2/2020 at 4 :30 p.m. in the Local History Room). During the interim, Committee members are asked to consider the matrix, community needs, and staff workload carefully, and make a list of 4-5 action items and 2-3 priorities we might add to the existing plan. The following two meetings (May and June) will be devoted to considering, discussing, and achieving consensus on any additions to the plan for the next six months (July-December).

## Revised for 2022

### **STRATEGIC PLANNING COMMITTEE (proposed name change to “Long Range Planning Committee”**

Vacant, Chair

Members: Starr LaTronica, Jeanne Walsh, Lindsay Bellville (staff), Howard Burrows, Kate O’Connor, Leo Schiff, Jane Southworth, Karen Tyler, and Ann Varilly,

Statement of Goals: 2/22

Board approval: \_\_\_\_\_

The Planning Committee is tasked to preparing a new strategic plan effective January 2023. The current plan runs until the end of 2022. Meetings are generally held the second Tuesday of each month but will become more frequent as the current strategic plan process evolves. Committee members are also reviewing the current mission statement as part of the strategic plan development. Surveys and outreach meetings will be conducted during the first half of 2022 and the results tabulated by the Committee with the outcome being the plan for the next several years. Its availability will guide the staff, trustees, and public as to the library’s goals.