

Library Planning Committee
Agenda
May 13, 2013
TML Community Room - 4PM

- 1) Call to order: _____
- 2) Approval of Minutes of April 30, 2013
- 3) Adopt Participation Policy (see below) – 5 min.
- 4) Continue to Prioritize Areas of Concern – 15 min.
 - a) Use of Past Work = 1
 - b) Use of Other Spaces in Town =
 - c) TML Service Plan = 2
 - d) Public Input =
 - e) TML Facilities Plan =
 - f) Committee Budget = (Omit as separate item?)
 - g) Harriman Study Impact =
 - h) Funding Sources =
- 5) “Use of Past Work”
 - a) Review of Past Library Planning Process: Jessica – 10 min.
 - b) Review of Outstanding Findings/Materials: Molly – 10 min.
 - c) Review of Past TML Statistics: Jay – 5 min.
 - d) Remaining Questions & Next Steps – 15 min.
 - i) Tours of Libraries: possible dates
 - (1) Portland
 - (2) Topsham
 - (3) Scarborough
 - ii) Online Sites – Suggestions of Libraries to check or link to
 - iii) Identify Budget items
 - iv) Other???
- 6) TML Service Plan
 - a) Review – 5 min. (*c.f. Item 2C from Apr. 12th Minutes*)
 - b) Define action items and assign tasks – 15 min.
 - c) Discuss Methodology & Budget – 10 min.
- 7) Confirm Next Meeting Date: Monday, May 31, 2013 @ 10:30AM (*n.b.* Mtg. at **CEPD**)

Attachments:

Minutes: 4/30/13

Past Library Planning Process Doc.

Citizen Participation at Meetings & Workshops

Library Planning Committee Meetings and workshops: The purpose of monthly meetings and occasional workshops is primarily for the Library Planning Committee to conduct the business of the Committee in accordance with its Charge from the Town Council. Prior to Committee discussion on any item, members of the public may speak on each-any agenda item for not more than three minutes each, and up to a total of 15 minutes. If there are more speakers than the time available, the Chair of the Committee may allocate the speaking time in order to balance the debate. The public will also be afforded an opportunity to speak, using the above guidelines, at the conclusion of each meeting. If there are more speakers than the time available, the Chair of the Committee may allocate the speaking time in order to balance the debate. A total of 15 minutes will be allocated in each meeting for public comment.