

Library Planning Committee
Agenda
June 13, 2013
TML Community Room – 3:30 PM

- 1) Call to order: _____
- 2) Approval of Minutes of May 31, 2013
- 3) Adopt Participation Policy (see below) – 5 min.
- 4) Demographic changes: (15 mins) Maureen O’Meara
- 5) Review Areas of Concern – 5 min.
 - a) Use of Past Work = 1
 - b) TML Service Plan = 2
 - i) How to prioritize this information? (*TBD...*)
 - c) TML Facilities Plan = 3
 - d) Use of Other Town Spaces = 4
 - e) Public Input = 5 (No later than June 13 meeting)
 - f) Harriman Study Impact = 6
 - g) Funding Sources = 7
- 6) “Use of Past Work” (10 mins)
Online Sites of Other Libraries (Frank)
- 7) TML Service Plan (45 mins)
 - a) Review – 5 min. (*c.f. Item 2C from Apr. 12th Minutes*)
 - b) Report: Community Service/Library (10 minutes) Kate
 - c) What services are to be provided (Frank to schedule w/Trustees)
 - d) Demographic changes: Maureen (*see #4 above*)
 - e) Programs & Services (25 mins) Jay
 - i) How are programs/services provided today
 - ii) Services performed but not housed in TML
 - iii) Building Constraints of current services
 - f) Services that can/should be shared with other libraries (10 mins) Kate
- 8) Public Input and Outreach (15 minutes)
 - a) Input:
 - i) Meeting
 - Who to invite and how?
 - Location: Roundtable in CEHS café vs Council Chambers?
 - Date(s)? Wednesday/Thursday best nights (Greg to schedule?)
 - Agenda: (Vision for services? Sharing with other towns? Vision for facility? Other town-owned facilities?) Assign development of agenda to committee member
 - Handouts? (History of process, building deficiencies, committee work, etc.)
Assign to a committee member
 - ii) Survey

Library Planning Committee
Agenda
June 13, 2013
TML Community Room – 3:30 PM

b) Outreach:

- MM update discussion: Courier insert? Library desk? CETV? Other?
- Courier interview?
- Other?

9) Confirm Next Meeting Date: Friday, June 28, 2013 @ 8:30AM

Attachments:

Minutes: 5/31/2013

Summary of Programs & Services

Programs & Services (Director's Thoughts)

MM Update

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, members of the public may speak on any agenda item for not more than three minutes. 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.