

Library Planning Committee
Agenda
~~June 28, 2013~~ July 3, 2013
TML Maine Room – 10 AM

- 1) Call to order: _____
- 2) Approval of Minutes of June 13, 2013
- 3) 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
- 4) “Use of Past Work” (10 min.)
Online Sites of Other Libraries (Frank)
- 5) TML Service Plan (25 min.)
 - a) What services are to be provided (Frank to schedule mtg. w/Trustees)
 - b) Programs & Services (15 min.) Jay
 - i) How are programs/services provided today
 - ii) Services performed but not housed in TML
 - iii) Building Constraints of current services
 - c) Services that can/should be shared with other libraries (10 min.) Kate
- 6) Public Input and Outreach (45 minutes)
 - a) Input Ideas:
 - i) Community Roundtable: date and location?
 - Who to invite and how?
 - 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) Invitational Focus Group (Frank?)
 - iii) Survey
 - b) Outreach Possibilities:
 - Courier inserts? Library desk flyers? Other handouts?
 - Courier interview? CETV?
 - Other?
- 7) Confirm Next Meeting Date: Friday, July 9, 2013 @ 10:00AM – CEPD Meeting Room

Attachments:

Minutes: 6/13/2013

Summary of Programs & Services

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Programs & Services- Director's Thoughts

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.