

Agenda Community Roundtable

A. Welcome & Introduction: Molly MacAuslan

- 1) Background Information on the Library Planning Committee
- 2) Introduction: Steve Podgajny, Executive Director, Portland Public Library

B) A Word about our process: Steve Podgajny

- 1) The role of our scribes:
 - a) Recorders
 - b) Facilitators
- 2) Introduction of the Scribe at each table.
- 3) How we will report back & the rotation of tables
- 4) Our final exercise...

C) Understanding the role of TML in Cape Elizabeth.

- 1) Service & program priorities will drive future building plans for TML!
- 2) What functions do you want TML to perform?
- 3) What are the most important functions of the library for you? Please rank your priorities. (1-8, with 1 being most important)
 - a) Children's Programs
 - b) Repository for Books
 - c) Computers
 - d) Reading area and seating
 - e) Small work rooms/tutorial rooms
 - f) Collaborative work space
 - g) Large meeting room
 - h) Other/ what have we missed
- 4) Relative to your priorities...
 - a) where do we need to add resources?
 - b) where do we need to subtract resources?
- 5) What do you like about the current building and where it is located? What do you NOT like about the current building and where it is located?
- 6) What can we change? What is off limits to change?
- 7) ***Given that there will always be constraints on the Town's budget, available Space and Staff time...***
 - a) Would you support offsite programs/services located within Cape?
 - b) Would you support offsite programs/services co-funded and occasionally located in neighboring communities?
 - c) Would you attend?
- 8) **TWO THINGS BEFORE YOU LEAVE:**
 - a) Each of you has been given 5 stars, please take this opportunity to distribute these decals to rate the library functions you think most important on the charts we have posted on the wall. You may use multiple stars on functions if you wish.
 - b) You will also find at your table a list of statements describing libraries. Please rate these from 1 through 5 on which statement most closely fits your view of what TML should be.
- 9) What else do you want to tell us?
 - a) On the back side of that same sheet of paper, please write down any additional questions or perspectives you might want the committee to hear or respond to!
 - b) Or, you can drop us a line at:
 - i) libraryplanning@thomas.lib.me.us

D) Closing Remarks: Molly MacAuslan

1) Next steps...

- a) Timeline of the LPC process
- b) Thank YOU all!