

Thomas Memorial Library Committee

Minutes of Meeting: Thursday, December 21, 2017 at 6:30 PM

In Attendance:

Gil Brennan, Jason O'Brien, Debbie Peck, Gwyneth Maguire, Julia Bassett Schwerin, Sara Hirshon,
Becky Fernald
Kyle Neugebauer

Absent:

Agenda:

1. Call to Order: 6:35 PM
2. Approval of Minutes
Debbie Peck motion / Jason O'Brien second
Approved
3. Citizen's Opportunity for Discussion of Items Not on the Agenda
None
4. Reports
 - a. Library Director's Report
Reviewed the Report as presented
 - b. Committee Member Updates & Correspondence
None
5. Strategic Vision Discussion
 - a. Reviewed the Aspen Guide. It was decided to use this for our model going forward.
6. SOAR Analysis
 - a. Strengths
 - i. The physical space of the library - new building; collections; staff - they are on mission; customer service improvements; programming and the expansion of; start of improved school connections; art gallery; website; social media
 - b. Opportunities
 - i. Facebook and other communications - programming is growing faster than our promotions; programming - expanding and for all age groups and interests; outdoors space; addressing sound issues
 - c. Aspirations
 - i. Reconfigure library to help with sound issues; continuing dynamic programming - take more risks; stronger community connections; senior housing programming; working with other town departments; middle age book groups; connecting seniors with teens "backwards planning"; expanding patron base; expanding childhood literacy - read to a senior; better serve north end of town - bookdrop; bigger and more specific asks from the TMLF
 - d. Results
 - i. Compile suggestions and come up with rubrics on how to measure success; feedback survey, data driven - informal and formal; better at soliciting feedback.

7. Review the necessity of the Public Relations and Service Policy
 - a. Motion by Gwyneth Maguire: I move to eliminate the Service Policy and the Public Relations Policy from the Thomas Memorial Library Policy Manual.
 - b. Second: Jason O'Brien
 - c. All Approved
8. Recognition of outgoing members: Julia Bassett Schwerin, Gil Brennan, Debbie Peck
9. Citizen's Opportunity for Discussion of Items Not on the Agenda
None
10. Confirmation of Next Meeting: Thursday, January 18, at 6:30
11. Adjournment: 8:05 PM