



RUSSELL LIBRARY

A great place to be.

Special Meeting – Strategic Planning Committee
Thursday, January 24, 2019
Russell Library Annex Board Room
5:30PM

Attendees: Ramona Burkey, Mary Dattilo, Brandie Doyle, Taneisha Duggan, Jennifer Hadley, Eamonn Wisneski, Tisha Zawisky

MEETING MINUTES

1. Call to Order – Trustee Wisneski called the meeting to order at 5:35pm.
2. Public comments – No members of the public were present.
3. Approval of Minutes - It was moved (Trustee Hadley) and seconded (Trustee Wisneski) to approve the Strategic Planning Committee meeting minutes of December 20, 2018; the motion passed unanimously.
4. Old Business
 - a. Reviewed Timeline including completed items and upcoming benchmarks.
 - Discussed Best Practices document; Brandie Doyle noted she may have completed this already and will circulate. This will also be shared at the February 12th board meeting.
 - Aspen Guide needs to be completed before applying for Connecticut State Library grant funds; next deadline is 2/25 which may be too tight; next deadline would be in April.
 - Keep review of timeline as a standard item under Old Business on Strategic Planning committee meetings going forward.

5. New Business

- a. Discussed Mission/Values - how to evaluate current mission; explore editing the current mission/values. Will work with the board at the February meeting to begin the discussion and will possibly need a short retreat to discuss further. Important to define mission and vision clearly. Brandie will send some samples to the board.
- b. Discussed Best Practices in CT Public Libraries/LSTA planning grant and needed documentation; will also get board input include SOAR details noted on pp.20-24 and Leading Assessment on pp.25-40 of the Aspen Action Guide.
- c. Determine Board leads for areas within the strategic plan – This item was tabled.

6. Set date for next Strategic Planning Committee meeting – Ramona will schedule via Doodle poll.

7. It was moved (Trustee Zawisky) and seconded (Trustee Hadley) to adjourn the meeting at 7:00pm; the motion passed unanimously.

Respectfully submitted,


Tisha M. Zawisky