



Special Meeting – Strategic Planning Committee
Monday, April 29, 2019
6:00pm
Russell Library Meeting Room 2

MEETING MINUTES

Attendees: Ramona Burkey, Taneisha Duggan, Jennifer Hadley, & Tisha Zawisky

1. Call to Order – Trustee Duggan called the meeting to order at 6:20pm.
2. Public comments – No members of the public were present.
3. Approval of Minutes - It was moved (Trustee Zawisky) and seconded (Trustee Hadley) to approve the Strategic Planning Committee special meeting minutes of March 25, 2019; the motion passed unanimously.
4. Old Business
 - a. Reviewed Timeline including completed items and upcoming benchmarks.
 - Discussed Best Practices document; Director Burkey noted that the document has been updated on GoogleDocs.
 - At the 4/10 and 4/22 full board strategic planning meetings, we completed People, Place, and Turn Outward exercise; did not complete platform discussion and this may be more appropriate for library administration to complete; SOAR assessment which may be more appropriate as a survey to be filled out anonymously by staff.
5. New Business
 - a. Staff Update Strategic Planning Activities
 - Director Burkey will introduce SOAR assessment at a staff social function. Will create a survey to be filled out anonymously by staff; Mary Dattilo can use Constant Contact to do so and will ask for input by 5/31. Will plan for this committee to meet in early June to look at the data.
 - b. Review Board Retreat/Aspen Guide People
 - Activity 1 - Board completed at retreat.
 - Activity 2 - Board did some work on this; Ramona can do with department heads at a regularly scheduled meeting.
 - Activity 3 - Redesign Activity 2 groups into another diagram.

Place - Board completed some activities.

Platform - Staff will work on, including Ramona and department heads.

c. Committee discussed starting community input aspirations exercise; Ramona agreed to setting up a white board in the lobby for people to note there. Can also start this discussion with Company Members at the June Annual Meeting.

6. Set date for next Strategic Planning Committee meeting – June 5th at 6:00pm.
7. It was moved (Trustee Zawisky) and seconded (Trustee Hadley) to adjourn the meeting at 7:47pm; the motion passed unanimously.

Respectfully submitted,


Tisha M. Zawisky