



Rye Public Library
Strategic Planning Goals Derivation Committee

Meeting Minutes: Thursday, January 6, 2010 3pm Rye Public Library New Hampshire Room

In Attendance

Victor Azzi, Trustee Representative; Elisa Bolton, Rye Community Member; Lisa Houde, Staff Representative; Karen Oliver, Trustee Representative; Tricia Quinn, Staff Representative; Andy Richmond, Library Director.

Invitation Letter Reviewed

The committee reviewed the draft of the invitation letter; adjustments were made.

- Andy indicated that Opus Advisors are possible facilitators for future planning meetings.
- Andy will distribute the revised letter by next Tuesday to committee members who will personalize and send the invitations.
- A suggestion was made to place a library card application on the chairs at the orientation meeting, and a library tour would be held after the meeting.

Calendars are Consulted

- Orientation will be held on Thursday, February 17th
- Scheduling of meetings will take place at the orientation meeting where participants will be queried as to their availability for monthly meetings.
- Invitation responses due by February 1st.

List of Invitees Compiled

- Each committee member provided names of people that they would like to invite to participate in the planning process; discussion ensued, and a final list was completed.

Final Reading of the Letter

- Letter is approved

Action Plan:

- After receiving letter packets from Andy, committee members will personalize the letters and will send out by Friday, January 14th.

Next meeting: Thursday, February 3rd @ 3:00 P.M. (Orientation Planning Session)

Respectfully Submitted,

Andrew Richmond, Library Director
AR/lh