



RYE PUBLIC LIBRARY STRATEGIC PLANNING COMMITTEE

Meeting Minutes: From Thursday November 17, 2011 -- 7:00 pm
Rye Public Library New Hampshire Room

Attendance:

Representing Rye Community: Madeline Cole, Connie Olsen, Mimi White

Representing Rye Schools: Mary Coombs

Representing RPL Trustees: Victor Azzi

Representing RPL Staff: Tricia Quinn (Assoc. Director), Andy Richmond (Library Director).

Supporting Materials: (please find attached)

Slide handout, Executive Summary-RPL Library Technology Summit.

Presentation and discussion:

The meeting opened with a recap of our current stage in the planning process –Design. In this stage, needs have been assessed, mission is reviewed, and goals and measurements are established.

After review of the newly-prepared executive summary of the Rye Public Library Technology Summit further work on review of the RPL mission statement ensued. Much well considered discussion led a newly proposed Vision Statement, dividing the concepts presented in our current mission statement into the vision component along with a supporting Mission Statement. Our work at the meeting concluded with the draft Vision Statement to which I have since added a working draft of a Mission component to fully capture our intention. The attached draft document includes both draft statements along with the original Mission Statement for comparison. Please review and provide comments on the document.

The draft statements will be presented to the Rye Public Library Board of Trustees at their next regular meeting on Thursday December 8th at 4:00pm.

Andy invited interested Committee members to consider taking part in a small sub-committee to take on the drafting of our narrative document –incorporating our process, findings and the Visioning Session and Technology reports--to become the body of the Strategic Plan.

We next undertook the review of a working list of goals and objectives drawn from our research to date along with the both Visioning and Technology discussion input. Work will continue on the further distillation of this large summary list of compiled goals, taking into consideration the service response selections made by Committee survey last month. A working list of goals will also be presented to the Board of Trustees at their December meeting.

Opus Advisors will take a role in helping establish measurement metrics relative to each of our final goals and objectives as a part of their original contract—ensuring that a measurement plan goes part and parcel with the establishment of the Strategic Plan.

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The final activity of this month's meeting was to establish the final three meeting dates for our Committee.

Actions: Please review the attached materials. I am seeking input on the draft Vision and Mission Statements. Please review and provide comments on the attached draft document.

Next Meeting: Thursday, Dec. 8, 7:00 pm at RPL

Future Meeting Schedule: January meeting: **Thursday Jan 12, 7:00 pm at RPL.** February meeting: **Thursday Feb 9, 7:00 pm at RPL.** March meeting: **Thursday Mar 8, 7:00 pm at RPL.**

Respectfully Submitted,

Andy Richmond, Director
Rye Public Library

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