RYE PUBLIC LIBRARY
New Hampshire

RYE PUBLIC LIBRARY STRATEGIC PLANNING COMMITTEE
—Orientation Meeting

Meeting Minutes: From Thursday February 17, 2011 -- 7:00 pm
Rye Public Library Community Meeting Room

Attendance:
Representing Rye Community: Karen Allen, Elisa Bolton, Madeline Cole, Katie DeIongh, Karen Johnson, Corey Macaskill, Connie Olson, Donlyn Ray, Jamie Ritzo, Mimi White, Beth Yeaton.
Representing RPL Trustees: Victor Azzi (Trustee Chair), Karen Oliver.
Representing RPL Staff: Lisa Houde(Head of Youth Services), Tricia Quinn(Assoc. Director), Andy Richmond (Library Director).
Representing Opus Advisors LLC (Planning Consultants): Annie de Cossy, Jamie Forbes, Rebecca O'Brien

Supporting Materials: (attached)
Orientation presentation handout.
Rye Public Library Statistical Comparison to State (2009) and US (2008) statistical reporting

Introduction Activity:
While many in attendance knew one another from using the Library or from other activities in Rye, we conducted an introduction activity allowing individuals to get to know someone they might not have met, and create a short introduction of that individual to the group. (using a current or recent book they'd read as a starting point.)

Comments from the Rye Public Library Trustee Chair:
Rye Public Library Trustee Chairman Victor Azzi welcomed the group, thanked all for their participation and anticipated a valuable and important project ahead. Victor provided useful context for this most current planning project against earlier library planning efforts.

Orientation presentation and discussion:
Andy Richmond presented an overview of the strategic planning process detailing the design of the Rye Public Library Three Year Strategic Plan process. Clarification of the steps involved in our plan, the timeline established to date, and the obligation required of Committee members were reviewed.

Comments from Opus Advisors:
Annie de Cossy, Jamie Forbes and Rebecca O'Brien each made introductory comments regarding their firms' participation in our planning project. They are universally excited to contribute as advisors to the project.

Development of future meeting schedule:
One of our key objectives beyond a general orientation to our process during this initial meeting was to identify the continuing day, time and frequency of our forthcoming meeting schedule.

> **Discussion:** The group came to consensus with future meetings being scheduled for the *second Thursday of each month at 7:00pm at Rye Public Library*. (As detailed in our obligation slides, attendance at every meeting is not mandatory) As agreed, our next four meetings fall on the following Thursdays: March 10, April 14, May 12 and June 9 all at 7:00pm at Rye Public Library.

Charge statement for Strategic Planning Committee:
We accepted the following charge statement or mission statement as a guide to our future activities: *To work in advisement to the Rye Public Library Trustees in helping undertake the many aspects of developing a Three Year Strategic Plan for the Rye Public Library*

Roster: Please advise Andy of any changes needed to the following member contact list:

Name		E-mail	Phone
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Actions: In preparation for the next activities we will undertake in the *Imagine: Identifying Possibilities* phase of planning, please do a bit of brainstorming. We would like to assemble a preliminary list of survey questions to circulate to the wider community.

- What information do you think would be useful to collect in a current survey of the Rye community regarding library services?
- What community needs do you feel could be better met by the library in future years?

Congratulations! : To our door prize winner Katie DeIongh! Katie took home a nifty Rye Public Library tote bag filled with goodies.

Adjournment: The orientation meeting adjourned at 8:00 pm.

Next Meeting: The next meeting of the Rye Public Library Strategic Planning Committee will be held on Thursday, March 10 at 7:00pm at Rye Public Library.