



## RYE PUBLIC LIBRARY STRATEGIC PLANNING COMMITTEE

**Meeting Minutes:** From Thursday June 9, 2011 -- 7:00 pm  
Rye Public Library Community Meeting Room

**Attendance:**

*Representing Rye Community:* Karen Allen, Madeline Cole, Mary Coombs (RJH Librarian), Kendra Gemmett, Brian Klinger, Jamie Ritzo

*Representing the Friends of RPL:* Donlyn Ray

*Representing RPL Trustees:* Karen Oliver

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

**Supporting Materials:** (please find attached)

Opus Advisors' Visioning Session Report and Recommendations, SWOT worksheets,

**Presentation and discussion:**

Andy Richmond conducted a review of the Visioning Session report presented to RPL by Opus Advisors. Discussion centered on a reading of the document, revisions as needed, and context (supported by several slides) as to the next steps in the planning process, including how the Visioning Session report will be introduced into the overall plan.

**Meeting Activities:**

The initial activity of the meeting was as reviewed above. Discussion and revision of the Opus Advisors report continued. Description of the process of comparing the vision discussion to our developing community profile information was given. Comparing vision to reality will generate needs—helping us delineate the goals needed in our plan to reach the vision we have compiled.

**Technology Focus Group** - As the Opus Advisors report was reviewed, an important observation of our process was brought forth by Donlyn Ray. While technology is mentioned in some of the notes and findings of the Visioning Session report, and the current RPL Technology Plan is being revised and updated for incorporation into the proceeding planning process, technology on the whole has not been significantly addressed to date. With the proportional importance of technology to today's public library service, and to society in general, Donlyn's observation lead to discussion and ultimate plans for a technology-specific focus group event to be conducted by the Strategic Planning Committee (with possible support through the Friends of the Rye Public Library) in the month of September 2011.

This would be a small scale (~10-12 participants) topic-specific session. Mary Coombs of RJH thought she might be able to engage someone from the School System technology staff to moderate the event. Rye Public Library Technology staff would also be available. Support roles

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would be played by Strategic Planning Committee members, as well as the Friends group. A tentative date for this event was set for Thursday, September 22, allowing for a Committee meeting during September in advance of the focus group.

**SWOT Analysis** - A preliminary list of Community Strengths, Weaknesses, Opportunities and Threats (SWOT) was generated. This analysis will also inform the generation of goals in the three-year strategic plan. The results of this initial discussion are as follows:

Community Strengths:

- Wealth
- Involvement (Library Involvement)
- Active, excellent School System; Active, excellent Public Library
- Ocean- natural resources
- Proximity to cultural centers (e.g.: Portsmouth, Boston, etc.)

Community Weaknesses:

- Lack of diversity
- Lack of public transportation
- Lack of affordable housing
- Need for a walk-able Town center with appropriate gathering foci (café, etc.)

Community Opportunities:

- Expansion of technology
- Development of Town center concept
- Acquisition and securement of greenspace
- Development of affordable housing plan

Community Threats:

- Demographic gap: elderly vs. 20's& 30's
- Income gap, lack of middle ground
- Development without a plan
- Variety of threats to natural resources
- Failure to keep up with technology

Please consider this list and think about additions or expansions you could make.

**Meeting Schedule:** the final item of business was to determine our meeting schedule for the remainder of 2011. The Committee elected to meet again in July, take August off, then resume monthly meetings in September. See next page for dates:

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Dates relative to the above plan are as follows: July meeting: **Thursday ,July 14, 7:00 pm at RPL**, No August meeting, September meeting: **Thursday, Sept. 8, 7:00 pm at RPL**, October meeting: **Thursday, Oct. 13, 7:00 pm at RPL**, November meeting: **Thursday, Nov. 10, 7:00 pm at RPL**, December meeting: **Thursday, Dec. 8, 7:00 pm at RPL**.

**Actions:**

Preliminary thinking was done toward compiling an invite list for a Technology Focus Group event. We envisioned representation of the business world and others on the visionary edge of technology application. Please think of your personal network and anyone who might bring an interesting perspective to a technology discussion.

Consider the SWOT analysis report in the minutes, and think about additions or expansions you could make to the list.

**Next Meeting:** The next meeting of the Rye Public Library Strategic Planning Committee will be held on Thursday, July 14 at 7:00- 8:30pm at Rye Public Library.

Respectfully Submitted,

Andy Richmond, Director  
Rye Public Library

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