

Madison Library
Strategic Planning Committee
September 10, 2014, 5:30 PM
John F. Chick Room, Madison Library
Approved Minutes

Attendance: John Filson, Linda Drew Smith, Fay Melendy, Braxton Hinchey, Nancy Devine, Sue Stacy, Noreen Downs, Tammy Flanigan, Mary Cronin

Absent: Sloane Jarell, Mark Lucy

Call to order: John Filson, Chair, called the meeting to order at about 5:34 PM.

Agenda: Draft agenda was adopted as presented.

Minutes: Minutes from the July 29, 2014 meeting were accepted as written.

Comments: John Filson told the committee that he is optimistic that we will be done soon. John sent committee members Bruce Mallory's NH Listens Summary Report of the Aug. 19 Community Conversation by email earlier today. Committee members took a few minutes to read/reread this document.

Review 9-17-14 draft of the Strategic Plan: John Filson sent committee members a draft Word document for the Strategic Plan. He asked rather than go line by line at today's meeting, that committee members make edits, preferably using Word's "track changes" option, and send edited file (add your name to file name) to John for compilation. Committee opted to focus on and discuss sections 5 and 6 at tonight's meeting. Discussion/brainstorming, and borrowing phrases from NH Listens' report, resulted in the following wording being agreed upon:

Vision Statement: "The Madison Library will be a community hub and our town's link to a larger world."

Mission Statement: "The mission of the Madison Library is to connect the people of Madison with materials, programs, and services that educate, inform, entertain, and inspire."

Goal A: Strengthen the Community

Goal B: Promote and Foster Individual Learning

Goal C: Grow Services Consistent with technological development

Goal D: Encourage Use of the Library as a Community Center

The priorities listed under each goal were minimally edited and some were rearranged under a goal that was a better fit. Mary will edit the priorities under Goal C. to be more concise, and the Technology Plan will be appended to the Strategic Plan. John will add an introductory paragraph to Goal D. to indicate that some community events will be directed by community members, pulling some of the phrases from page 3 of the NH Listens' Summary.

Section 5.4 "Measures of progress – metrics" will include a paragraph stating that existing library metrics will be tracked in the context of the Strategic Plan, and that a community survey will be conducted at the end of the Strategic Plan's term (in 2017) to determine the plan's effectiveness.

Conclusion: "Implementation of the Strategic Plan shall be included in Madison Library's annual objectives and management plan and progress shall be reported annually. It is this committee's expectation that this Strategic Plan can serve as a starting point for the next Strategic Plan."

Discussion of next steps: Mary will make changes discussed at this meeting and send document to John for distribution to committee. Committee is asked to send revisions and assigned report sections to John by September 24.

Next meeting: October 7, 2014 at 6:00 PM. The agenda will include final edits on Strategic Plan to be presented to Trustees at their meeting on October 15.

Adjourn: John Filson adjourned the meeting at about 6:40 PM.

Respectfully submitted,

Mary Cronin