Long Range Planning Committee Meeting Minutes

March 20, 2018

Present: Chris Charbonneau, Creed Kidd, Darlene Killpatrick, and Lynn Wartgow

Called to order at 9:30

Unfinished business – none

New Business:

- Determination of Committee Chair and Secretary – Chris Charbonneau, Chair, and Lynn Wartgow, Secretary

- Setting of hours and meeting times – This committee will meet the 3rd Tuesday of the month at 9:30 on an as needed basis

- Review of Long Term Planning Committee purpose and process – Creed provided all with the history and background of the committee. Originally this committee met to discuss issues that would impact the library within ten years and then moved to also including issues that were of concern and would impact the library within a year or so. The overriding purpose is still to be sure the Library is able to meet the needs of the community. Topics of discussion have included space, finances, infrastructure, growth and publicity. Creed feels that the area will experience continued growth and that this will place increased demands on the library.

- North40 Alliance HUB – It was decided that the Long Term Planning Committee, for the present, would focus on the HUB. Goals of the North40 Alliance were discussed. The discussion centered around what the Library needs to fulfill its role as a Hub and how we can be supportive. It was suggested that we work to develop a procedure manual for the Hub which would include training and updating of procedures for disasters and unusual circumstances. This way it will benefit the Library as they are in need of this training and then the manual could be shared with other Hubs.   Presently, Darlene is spending about 20hours/month on the Hub project. An MOU will need to be written between the Library and North 40 Alliance at a later date once more information is gathered and roles are more clearly defined.

  The next meeting of the Long Term Planning Committee will be on Tuesday, April 17th at 9:30.

  Respectfully submitted by: Lynn Wartgow