

Red Feather Mountain Library District
Long-Term Planning Meeting Minutes
March 19, 2019

Call to Order at 9:37

Determination of a Quorum – yes

Reading/Correction of the Minutes of the February 12, 2019 meeting. No corrections.

Unfinished Business:

Meeting started with a discussion of resources and needs for information and referral services at the library, what resources are in the county and what resources are available to our community members. A new resource, Senior Access Points, was shared.

- Review Library HUB readiness - forms, procedural instructions with contact information, Disaster Procedure Manual Draft: Darlene commented that she spent about 5 hours this past month on North Forty business.

- Action plan for future space needs: Will be addressed through the plan below.
- 3-year Library Strategic Plan New Business: Continued need for volunteers and services. The Board has approved an extension for the development of a strategic plan. A plan for how we will develop a strategic plan will be discussed. A suggestion was made by Darlene that we use a graduate student to help with the process of gathering resources. Creed commented that we need to include community, technology, resources and space in our strategic planning process. Creed uses a survey, community input and comments, and board and staff input for the development of the strategic plan. A suggestion was made that multiple sources be used to gather information about needs, take this information and use it to form 4 – 6 strategic questions that could be discussed at a town hall meeting. Then the information from the town hall meeting would be used for the actual needs assessment planning process. This would help “move the library forward”. A suggestion was made to use 1 or 2 community members in the actual development of the strategic plan. Jeanette will also be holding a community session related to the Nasa project and this feedback will be shared with the planning process. Creed will possibly reach out to a public library consultant to ask for assistance in the process. It may also be time to review and revise staff and volunteer job descriptions as a part of this process.

- Next Long-Term Planning Meeting: April 16, 2019 at 9:30

Respectfully submitted by: Lynn Wartgow