

Middletown Public Library

Board of Trustees – Long Range Planning Committee

March 31, 2010

Minutes

**Present: John Grisham, Ellrony Williams, Heather Huggins, Theresa Brace, Joseph Kunicki, Theresa Coish
Carolyn Redmond, Maureen Maurer, Teresa Stevenson**

John Grisham, co-chair, called the meeting to order at 6:10PM. He welcomed new committee members Maureen Maurer and Teresa Stevenson.

The minutes of March 17, 2010 were unanimously approved.

Old Business: Mr. Grisham spoke on the assignments given out at the last meeting. Maureen Maurer said that she was interested in Collection Development. Teresa Stevenson said she would work with the staff development group. Mr. Grisham reviewed the timeline for writing the 2010 plan. Two draft narratives on the current status of each goal of the 2005 plan were submitted, distributed, and reviewed. Heather Huggins wrote the narrative for Collection Development and Service Priority Goals. Theresa Coish wrote the narrative for the Physical Plant. Mr. Grisham led the committee on a reading of the drafts. Maureen Maurer recommended that the Library offer a summer Read Across Rhode Island event featuring the book

assigned for summer reading by the high school. Theresa Coish agreed to have the YA Librarian on staff work on that.

New Business: Mr. Grisham asked Theresa Coish and Heather Huggins to write the narrative for the 2005 Staffing and Staff Development goals. Ms. Coish noted that she will consult with staff members before the next meeting to complete the task. Mr. Grisham also asked the committee members to start brainstorming goals for their respective section. He added that the final product will be the result of the committee's ideas, the public survey, and input from the public forum. A motion to hold the public forum on Saturday, May 15, 2010 at 2PM was unanimously approved.

Announcements: The next meeting will be at 6PM on April 14, 2010 at the Library.

Adjournment: The meeting adjourned at 7PM.

Respectfully submitted,

Theresa Coish