

*Griffin Free Public Library  
Board of Trustees Meeting  
October 29, 2018*

**Present:** Nancy Mayland, Chair; Joe Forest, Treasurer Liz Michaud, Secretary; Sharon Bluhm, Alternate; Jeanni Worster, Alternate; Kathy Growney, Library Director:

**Also Present:** Brenda

Nancy Mayland started the meeting started at 6:35pm

Agenda: Discuss the Library Strategic Plan. The format for this meeting is a working, informal session.

Kathy started the discussion with an idea for the new mission statement

A mission statement should say who are we:

“Providing Resources/Strengthening Community/Broadening horizons.”

We would like to keep it simple so that we can build on it. In the strategic plan we could take each of these phrases and detail them out.

- Resources refers to people, books, meetings.
- Kathy talked about changing the phrase Community Center, that we had discussed in earlier sessions, to Strengthening Community as it has more meaning than just a location.
- Broadening horizons is about the educational help we offer, the literature available, speakers and programs.

Motion to change our mission statement to “Providing Resources/Strengthening Community/Broadening horizons.” Made by Nancy Mayland/Liz Michaud 2<sup>nd</sup>. All in Favor.

The vision of the library should define who do we want to become.

Kathy will work on expanding each of the three phrases in the above Mission Statement and expand on them. She will also try to tie them to the SWAT plan we’ve been working on.

- Where do we want to go in the future?
- We are getting rid of the old vision statement.
- We want to grow to keep up with the evolving needs of the community.
- We want people to think of the library when they need something.

Jeanni mentioned that Henniker received the State Library of the Year award. Maybe we can look at what helped them to receive this award and see if there are similar things we could do. Nancy reminded us that approx. ten years ago David Griffin received the Trustee of the Year award. We talked about speaking with other small libraries to find out what they are doing, asking the Tucker Library what they think makes them special and how did they receive the award?

- Vibrant – flourishing. Do we know the number of people in auburn? Is that number increasing? The next census is in 2020.
- Flexible to the needs of the community and able to respond to that need. The resources of the library need to be big enough to be flexible.
- Mentioned that some needs are required to run the library and then we need to ask the community what needs they have too.
- What they would like in a new building? We need to survey the community.

Kathy mentioned planning and design: What are the next steps for a building?

- Assessment of community needs, facility, community, draft meetings, maybe contact primex for help with this step.
- Building program development: What does the building need to contain? How many staff, how many bathrooms, how many meeting rooms, how many parking spots, how many books, etc. Some of this information could come from the community and library staff.
- A site study would need to be done by the town.
  - a. Physical assessment of the land.
  - b. Stantec might be able to evaluate the land, perhaps it could go in the 2020 budget.
  - c. Feasibility study

Nancy mentioned that Bill Herman said an environmental impact statement is in the CIP. We discussed we'll need to hire consultants along the way for different steps.

What's reasonable to get done in 5 years?

- A Site Study or Community assessment?

We should set step goals:

- Two years to really get started.
- Speaking with other departments, getting input and other ideas from
  1. Site Survey
  2. Do building program development ( software and/or consultant)

For the next meeting Kathy will put together steps for going to a new building, so we can begin to determine how much we could achieve in five years

There was a short discussion about fundraising, grants, tax dollars.

Hope will go onto the Barrington web site and look at what they did for their library expansion, and try to find what worked and what didn't.

Meeting adjourned at 7:48

Liz Michaud  
Secretary