

*Griffin Free Public Library
Strategic Planning Meeting
April 11, 2019*

Present: Nancy Mayland, Chair; Liz Michaud, Secretary; Brenda Beer, Alternate; Kathy Growney, Library Director; Hope Gardner, Library Assistant; Sharon Bluhm, Alternate; Joe Forest, Treasurer;

Absent; Jeanni Worster, Alternate

Nancy Mayland started the meeting started at 6:44pm

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

Kathy started the discussion by asking the team to look at the revised Strategic Plan, specifically the objectives and trying to assign the tasks.

Kathy has also created a spreadsheet so we can keep track of the tasks, the assigned leader, dates, if we need additional help from other town departments, etc.

Goal 1:

Objective 1.1 – Understand what is feasible for the building growth and obtain cost estimate.

Assigned to Kathy Growney, Brenda Beers to help

Objective 1.1.1 – Nancy Mayland to work with Bill Herman

Objective 1.1.2 – Kathy Growney to research – might also get a consultant at the architects

Objective 1.1.3 – Hope Gardner

- She will facilitate, build list of libraries, contact them, schedule a tour so a few people can attend. At least one trustee, perhaps someone from the community, or someone from town.
- A core group of three that go to all libraries, and others can join as available.

Objective 1.1.4 – Kathy Growney

- Contact people, schedule meetings for the Trustees

Objective 1.2.1 – Brenda Beers

- 2020: The Town has put Primex into our budget for next year
- Discuss with Bill Herman & Terry Knowles about timing of the survey.

Objective 1.2.2 – Kathy Growney & Hope Gardner to start building the survey

- Will not send until 2020

Objective 1.3.1 – Hope Gardner, Fay Hanscomb & Peggy Neveau may be able to help

- There might be a seminar on grant writing.
- Brenda Beers to ask Bill Herman if he knows of any seminars.

Objective 1.3.2 – Nancy Mayland, Pat Clement & Hope Gardner may be able to help.

Objective 1.3.3 – Kathy Growney & Nancy Mayland to explore.

- Joe Forest to open a new account for donations specifically to the new building.

- Friends group will also need to open a separate account.

Objective 1.3.4 – Board of Trustee discussion

Objective 1.4.1 – Kathy Gowney

- If we want this for next year, we need to have it in the budget in August

Objective 1.4.2 – Kathy Gowney

Objective 1.4.3 – Kathy Gowney

Objective 1.5.1 – 2019: Liz Michaud

Objective 1.5.2 – 2019 Liz Michaud

Objective 1.5.3 – 2019 Liz Michaud

Goal 2:

Objective 2.1.1 – Kathy Gowney

- Both the Friends and the Library should have Credit Card ability for Donations. Nancy Mayland will take care of the Credit Card piece.

Objective 2.2.1 – Kathy Gowney & Friends

Objective 2.2.2 – Kathy Gowney & Friends

Objective 2.3.1 – 2019: Nancy Mayland, Kathy Gowney many need to help.

Objective 2.3.2 – Nancy Mayland

Objective 2.3.3 – Nancy Mayland

Goal #3:

Objective 3.1.1 – Brenda Beers, Fay Hanscomb to be a resource.

Objective 3.1.2 – Brenda Beers to brainstorm and build a list.

Objective 3.2.1 – Kathy Gowney and the Board of Trustees

Goal #4:

Objective 4.1.1 – Kathy Gowney

- 2019

Objective 4.2.1 - Hope Gardner

- Starting in 2019 and ongoing.
- NH Library has a web site on Library Advocacy.

Goal #5:

Objective 5.1.1 – Mary Hrubric

Objective 5.1.2 – Kathy Gowney

Objective 5.1.3 - Liz Michaud to write the Letter.

- Nancy & Brenda to help determine who to send to.
- Hope to send out the letters from the template.

#1 question – Does the library take donations, does the Friends group, do we need to start a new 503c group to raise donations? Brenda Beers to ask Terry Knowles.

Discussion of the Book Sale.

- Nancy spoke to the Fire Chief and we cannot use the bays for three days, but we can use the property and the meeting room
- If we use the Church we would only be able to do a one day sale, and we would have to move all the books out the same day.
- Motion to hold the Book Sale at the Safety Complex made by Liz Michaud/ Nancy Mayland
2nd All in Favor.

Next Meeting May 23, 2019 6:30

Motion to adjourn the meeting made by Liz Michaud/Nancy Mayland 2nd, All in favor.

Meeting adjourned at 8:06pm

Liz Michaud
Secretary