



**Strategic Planning Committee Minutes  
10 February, 2016  
12:00 Noon**

**Location: Top floor Meeting Room**

**Trustees Present:** John Bohannon, Leslie Lassetter, Ellen Taetzsch

**Library Personnel Present:** Celina Houlne, Director

**Members of the Public Present:** none

1. Call to order *12:05pm*
  2. Additions to the agenda for routine administrative matters and/or pressing matters that will require ratification at a future meeting *None*
  3. Public comment (3 minutes per person) *None*
  4. Review of goals and plan
  5. New Business: Review draft survey and develop plan for administering it *The survey will be as presented with the additions of an "additional comments" section, don't know option for each question and a demographics section.*

*Patrons will be notified of the survey online, on both the libraries Facebook page and website as well as at the library. Patrons may download and print the survey at home but must physically bring the survey back to the library where library staff will collect them*

*The survey will be available from February 16<sup>th</sup>, 2016 to March 19<sup>th</sup>, 2016*
  6. Set date for next meeting and review agenda items *The next meeting will be held April 6<sup>th</sup>, 2016 at noon*
  7. Executive Session (as needed) *N/A*
  8. Review tasks
  9. Adjourn *12:40*
- NOTE: Chair is John, Secretary is Leslie, member is Ellen