

## Brooks Memorial Library Strategic Planning Minutes – Feb. 7, 2025

Convened at 4:34 in Meeting Room A

- Present: Ann Varilly, Leo Schiff, Starr LaTronica, Jeanne Walsh
- Public comments: none
- Minutes of Nov. 5, 2024 accepted as presented

### CONTINUING BUSINESS

#### **Plan Extension to 2027**

Starr asked the Superfriends staff group (full-time staff) if they liked the idea of extending the existing plan, and they were enthusiastic about it. Starr will also ask the full staff and will bring specific questions to the Superfriends: “Is there anything you want to be doing that we’re not currently doing?” and “Is there anything we’re currently doing that we might not need to keep doing?”

We noted the flexibility and ‘agility’ in the Plan, how it can be easily used to structure our thinking, because so much of our work is ongoing. We agreed that when the new board is in place, they can review and discuss the strategic plan.

#### **Marketing**

ARPA project name was approved by Building & Grounds: *Expanded Access for All, Inside and Out*

Outreach Update: Tara’s making great connections with community groups and individuals and generating new public programs. Ann shared that she especially likes author programs.

Next Steps: When we have plans to go forward, we’ll reach out to media. With all the federal level changes, we don’t know whether the funding will come through.

#### **Open House/Re-launch**

We tabled this discussion for another time.

## New Business

Conflict of Interest Disclosure Form: We'll have copies of this new form at the next board meeting and send it to John remotely.

Other documents that need to be reviewed:

### BOT Bylaws

These could use the same kind of review as the plan: anything we need to add, or anything that is no longer needed? Starr noted that there's a Vermont Code of Ethics that should be reflected in our bylaws. We decided that our Committee will review the bylaws, piece by piece, and bring them back to the full board.

Library policies are also due for review.

*Collection Development Policy.* Superfriends will be looking at a statewide library policy that's close to what we have but more concise. It also includes notes that CD policies should reflect the values of the communities served.

*Behavior policy*—time to look at that as well.

Starr will get staff input first on all the policies and then bring her notes back to committees/trustees.

Future meetings of Strategic Planning committee: Maybe third Monday?

**Next meeting:** March 17<sup>th</sup>  4:30