

# **DRAFT**

## **Library Board of Trustees Planning & Communication Committee Meeting**

December 21, 2011 @ 5:30 pm  
Library 3<sup>rd</sup> Floor Conference Room

Present: Sara Santoro (Chair) Wayne Eddy, Mike Lawler, and Dianne Hathaway (Director)  
Draft Minutes submitted by: Mike Lawler, to be approved/amended at next meeting

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Meeting called to order at 5:34 pm by Sara Santoro.

- Reviewed and approved minutes from 10-19-2011 meeting.
- Reviewed Library Staff and Board of Trustee feedback on the Goals document previously circulated.
- Had further general discussion on the goals. It was agreed that we will circulate the draft to the Board for input throughout this process, and that we would ask the board to help think of specific measurables that should be included.
- As we work through the list of goals, all changes will be in draft form until approved by the P&C committee, and then the entire LBOT.
- We will continue to rework, revise and update the Goals document at the next meeting.

### Action Items:

- Mike – meeting minutes
- Sara – rework list of goals based on meeting discussions
- Sara – agenda for next committee meeting
- All – review any additional feedback received from LBOT

Meeting was adjourned at 6:26 pm by a unanimous vote in the affirmative.

The next meeting date is scheduled for Wednesday, January 18, 2011 at 5:30 pm in the library's 3<sup>rd</sup> floor conference room.

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