

**Springfield Town Library
Library Board of Trustees
Strategic Planning Subcommittee**
Springfield Town Library
43 Main Street, Springfield, VT 05156
**Tuesday, February 21, 2023
5:30 p.m.**



Held via Zoom: <https://us02web.zoom.us/j/89041993092?pwd=MVd6eEtSNG5zRGUzUjhZcWsyWkVFUT09>

Approved Minutes

1. Call to Order - meeting was called to order at 5:30. Participants in attendance were: three trustees: patrice jones, Myrt Graham and Sharon Ayer; and two library staff members: Sue Dowdell and Kale Burr
2. Additions / Subtractions to the Agenda – add “next steps” as letter g in Strategic Plan Process, Remove Positively Springfield and Housing Display as they relate to current library projects and not to this plan.
3. Public Comment – there were no members of the public in attendance.
4. Review and approval of minutes of the January 17, 2023 Strategic Planning Subcommittee meeting – motion was made by patrice and seconded by Kale; Approved by a vote of 4-0, with Sharon abstaining.
5. Strategic Plan Process
 - a. ~~Positively Springfield (ABCD)~~
 - b. ~~Housing Display:~~
 - c. Surveys: Community / Educator:
 - i. Committee members shared thoughts regarding their interpretation of the themes from the survey responses regarding the most cited needs of Springfield.
 1. Housing, Business, Public Safety, Education/Literacy
 2. Basic needs of the individual, economic development need of the community, Education/Recreation
 3. Need for economic growth in town (individual & more retail/manufacturing), housing, public safety
 - ii. Discussion of need of collaboration with the library and/or between non-profit organizations and with the school district to meet community needs
 - iii. Review of items on the Sustainable Library Initiative certification list which include, but are not limited to, social cohesion, resiliency planning, and collective impact.
 - d. Community Profile – patrice is working on revising this. Nothing new to report.

- e. Library Profile – Sue will work on this after finishing the State Report, which is due March 25th.
 - f. Focus Groups – Sue reported that she and Michelle will get input from the teen advisory board at their February 28th meeting
6. Next steps:
- a. Sue will send a copy of the current strategic plan to members, a link to the sustainable libraries initiative list and the format used for strategic planning that committee members had reviewed at the start of the process.
 - b. Each committee member will develop a list of everything they believe should be included in the plan and, if possible, how the items can be classified, to be done emailed to members by Friday, March 17th
7. Set date of next meeting – Tuesday, March 21st at 5:30 p.m.
8. Adjournment: Kale made a motion to adjourn, seconded by Myrt. So voted (5-0). The meeting was adjourned at 6:30 p.m.

Respectfully submitted,
Sue Dowdell, Library Director