

**Rochester Public Library District  
Strategic Plan Committee Meeting  
September 25, 2015**

**Meeting called to order:** 12:09 am

**Trustees present:** Dave Hicks, Matt Fuller

**Trustees absent:** Fred Roese

**Library Staff:** Director Janet McAllister

**Visitors:** None

**Strategic Plan Committee:** Trustees Hicks and Fuller discussed the following:

- 1) Trustees to reach out to individuals that did not respond to the request to participate on the strategic planning committee and ask them to participate. So far, six (6) individuals have agreed to participate on the committee.
- 2) Two weeks prior to the first full meeting of the committee, the library will send out a letter with the following materials:
  - a. Agenda
  - b. 2010 Strategic Plan
  - c. Expectations for the committee (homework)
- 3) The structure of the first meeting will be to walk through the existing plan and seek feedback from the committee. What changes would you make to the document (additions, deletions, new information)? The committee will also evaluate current hours of operation (expand them?), review existing services the library provides, identify any gaps in services the library could fill, and consider the need for a building expansion.

**Other business:** None

**Next meeting:** None planned. The community committee will convene from 9-11 am on October 17 at the library.

**Adjournment:** A motion was made by Trustee Fuller with a second by Trustee Hicks to adjourn the meeting. All in favor and the meeting ended at 1:00 pm.