

June 24, 2019 Meeting 7:30pm

Attending for BOT: Suzette Dowd, Nan Johnson, Jen Shea, Matt Toth

Attending for Library: David Wood and Jean Collins

Meeting called to order at 7:36pm

Reorganization

A motion was made by S. Dowd to nominate Matt Toth to be the Chair. N. Johnson seconded the motion. The vote was unanimous; Matt Toth is the Chair of the Auburn Public Library Board of Trustees.

A motion was made by M. Toth to nominate Suzette Dowd to be the Vice Chair. N. Johnson seconded the motion. The vote was unanimous; Suzette Dowd is the Vice Chair of the Auburn Public Library Board of Trustees.

A motion was made by S. Dowd to nominate Jennifer Lee Shea to be the Clerk. M. Toth seconded the motion. The vote was unanimous; Jennifer Lee Shea is the Clerk of the Auburn Public Library Board of Trustees.

Strategic Planning

Discussed strategic planning process including consultant interviews set for July. M. Toth to follow up with three consultants to assess possible interest and schedule interviews for our next meeting on July 10th. Reviewed survey questions and determined the consultant will assist us with the next steps on the survey front. Outlined questions for consultant interviews at our next meeting on July 10th:

- What would be the first step you would take as consultant for the Auburn Public Library Strategic Planning Process?
- How would you help prepare our strategic plan?
- Data analysis experience and process
- Community engagement and outreach efforts and involvement
- Discuss report and design processes
- Explain focus group experience and how it would be incorporated into our strategic planning process
- Explain how your work has been utilized by your previous clients, how effective has your work been with previous clients?
- Describe your communication style as a consultant
- Tells us about your strengths and areas for growth

New Business: M. Toth to look into possible interns and accountant options for coordination around 501(c3) and update the Board on his findings.

Next Meeting: July 10 at 6pm at Auburn Public Library

Meeting adjourned at 8:05pm on motion by S. Dowd and seconded by J. Shea

Respectfully submitted by Jennifer Lee Shea

Approved 7-10-2019 Unanimous