

**Brownell Library Strategic Planning Committee Meeting**  
**May 6, 2019**  
**Kolvoord Room, Brownell Library**

**Minutes**

In attendance: Christine Packard, Wendy Hysko, Hannah Tracy, Beth and Olivia Custer, Megan Allison, Alex Carmical, Sheila Porter, Andy Kolovos, Kristin Ballif, Lorna Swerhone

The meeting was called to order at 12:00 pm by Christine Packard

No additions or deletions from the agenda.

Sheila moved to approve the minutes of the meeting on April 8, 2019. Kristin seconded. The minutes were unanimously approved as written.

Future meetings: June 3rd at noon, July 15th at noon -- all to be held in the Kolvoord Room at the library.

Hannah reported that, in addition to the 70 surveys collected at the Village meeting, 48 online surveys and 105 paper surveys have been submitted.

Updates from working groups:

1. Beth and Sheila distributed surveys to Village schools
2. Kristin gave surveys to EHS librarians for distribution; agreed to attend "Soup and Sandwich" social event at the Senior Center to get community feedback
3. Alex submitted a press release to the Essex Reporter; agreed to submit press release to Seven Days
4. Meghan discussed plans to distribute surveys at the May 23rd pop-up library at EJRP
5. Andy, Beth, Sheila, and Kristin distributed flyers and posters to publicize the surveys at local businesses; will continue to do so
6. Wendy has publicized the surveys at the April and May First Wednesdays

New contacts:

1. Rotary -- Christine will contact Penny
2. Churches -- Hannah will talk with the Congregational Church, we will ask Linda to talk with Holy Family, and Helen (from the library Trustees) to contact St. James.
3. EJ Parks and Recreation -- to be contacted during the summer

Motion to adjourn by Sheila, seconded by Andy. The meeting was adjourned at 12:50 pm. Next meeting June 3, 2019 at noon in the Kolvoord Room.  
Minutes taken by Alex Carmical

