

**Board of Trustees of the Hampton Bays Public Library**

**Minutes of the Strategic Planning Committee Meeting**

**Friday, March 20, 2015**

The meeting opened at 10:08 am.

Present: R. King, M. O'Keefe, R. Carpenter, A. Wilding and D. Zimmerman from the Board, Director S. LaVista and Victor Canseco, Chris Barletta and Paul Clinton from Sandpebble.

The purpose of the meeting was to discuss how to address previously identified building needs. It was agreed that public charrettes are the best way to engage the community in the process.

Specific building needs were discussed including the roof, HVAC, lighting, lack of insulation and parking lot problems to name a few. Energy efficiency and green building initiatives were discussed. Some enhancements were mentioned but it was agreed that it is up to the voters to decide what they want. Budget, timing, State construction grants and funding were discussed.

Various community groups were identified including all civic groups, community leaders and library patrons that will be contacted and invited to participate. PR and outreach will include library produced book marks, fliers, and the newsletter as well as social media. Board members, the Director, the Friends of the Library and staff that reside in Hampton Bays will be asked to reach out directly to residents.

The first charrette is scheduled to take place on Saturday, April 25<sup>th</sup> from 10 am to 2:30 pm. Sandpebble will provide some recommended verbiage for PR.