

HAMPTON BAYS PUBLIC LIBRARY  
52 PONQUOGUE AVENUE  
HAMPTON BAYS NY 11946-2241  
631-728-6241

MINUTES OF THE 1/24/2018  
STRATEGIC PLANNING COMMITTEE MEETING

Present: David Zimmerman, Grace Daly, Regina Carpenter, Anthony Filorimo, Madeline O'Keefe, Barbara Skelly, and Susan LaVista. Absent: Hilary Rose.

The meeting was called to order at 3:07 pm. D. Zimmerman/M. O'Keefe, 6/0/0.

The committee reviewed and discussed the documents provided, which included:

- NYS Comptroller's Management Guide for Strategic Planning
- Planning for Your Library's Future from the meeting with Kevin Verbesey at the Riverhead Library last year
- Long Range Strategic Plan from the Cutchogue Library.

After the discussion, the Board agreed that the Cutchogue plan is simple and fits our current needs. It was decided to use that as the model for our process.

One of the first steps outlined in that plan includes a community survey. The Board agreed that we should begin our process in the same way. New Trustee Barbara is experienced with surveys and she agreed to oversee this part of the process. To that end, Barbara asked everyone to look at the Cutchogue survey and email her the questions they think should be included in our survey, as well as any others they think are important.

Susan will create a document similar to the Cutchogue plan, updated with Hampton Bays information to create a working document for our use.

The meeting was adjourned at 5:00 pm. M. O'Keefe/D. Zimmerman.

Submitted by S. LaVista