

**North Hampton Public Library - Board of Trustees**  
**Meeting Minutes Public Work Session –**  
**Strategic Steering Committee Meeting**  
**North Hampton Public Library**  
**239 Atlantic Ave**  
**Wednesday, July 24, 2024, 11:00 AM**

Chair: Susan Leonardi  
Treasurer: Kathleen Kilgore

Secretary: Jacqueline Brandt  
Director: Liz Herold

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1. Call to Order by the Chair  
Meeting open at 11:11 AM
  2. Meeting with Strategic Planner, Deb Hoadley  
General Discussion occurred as per the outline below.
    - a. Welcome & Introductions  
*All three trustees discussed background and why the library. Discussed the possibility expanded hours and cultural events perhaps once per month on Sundays. The “Why cultural center” was discussed... trustees felt a community center was desired by the. The creation of a maintenance fund via a capital reserve fund was discussed. Perhaps warrant article. CAP improvements how budgeted was also mentioned.*
    - b. Demographic and Statistics Review (highlights/changes from the past Census and NH State Library Annual Report)  
*Library and town and school statistics.*
    - c. Previous Strategic Plan Review (2019)  
*Reviewed plan. Primary building heavy. What do we feel need to continue from Strat plan of the past come in connect & grow. Revisit mission statement? Value statement for intellectual freedom, sustainability ALA value statements.  
Representative questions. What are the largest challenges/issues gaps in community. Then what is your vision. What makes a health community. Social freedom.*
    - d. Impacts for the future  
Town buildings, management, school budget. Other were challenges can be explored
    - e. Community challenges/issues/gaps in service
    - f. Assessment of new building use  
Help form this looking to the strategic plan. How are people using the building? Is that what we expect.
    - g. Community Focus Group and Community Forum Discussion
      - i. Expectations of these focus groups  
The dirty dozen... 1 focus group of 13-20 people. In two meetings at night.. two weeks apart. Talking about the library start with process, demo, one trustee can do intro. Be there if a question comes up.

Library(first meeting focus)  
Community second meeting focus. Where can the library help with community needs. Who to invite and who will invite them was discussed.  
Someone for the town. Town admin, select board, etc., Nancy Jane & Richard Luff. Bobby Burns and others to invite were discussed.

- h. Set dates
  - i. Community Planning Meeting #1 – Any Monday Night.. 16 September 2024 2 hour in evening. 30 September. October 9. Workshop session 4:30?
  - ii. Community Planning Meeting #2 – 30 September
  - iii. Staff Meeting – September 30. 3-5 pm 6:30-7 pm
  - iv. Trustee Meeting – October 9, 5-6:30
  - v. Survey Target Date – October 9 (can be a zoom meeting)
  - vi. Retreat with Strategic Steering Committee – No date needed.

Community forum. Saturday? In October 5, 2024 9:30-12 noon. 9:45 to 10 for rep to speak.. Deb to moderate the forum.

i. Other

- 3. Any Other Item that may legally come before the Board
  - a. *The Board reserves the right to take action on any item relative to the prudential administration of the Library's affairs, which circumstances may require.*

New Hire:

The trustees empower the director to extend and offer of employment for the full-time position of youth librarian to the candidate . Seconded by J Brandt. **Motion** approved. Vote passes 3-0.

- 4. Next meeting/adjournment

1:06pm