

**Keene Public Library Long Range Planning Committee**  
Monday, May 10, 2021, 5:00 pm – 6:30 pm

**1. Roll Call**

Chair Alexander read the statement explaining how Emergency Order #12, issued by the Governor of the State of New Hampshire, pursuant to Executive Order #2020-04, gives authority for public meetings to be held remotely and shared information about how members of the public can listen and share comments. Roll call attendance was taken, present were: Chair Jennifer Alexander, Chuck Redfern, Yves Gakunde, and Library Director Marti Fiske. Chuck Prigge was not present.

**2. Approval of the April 26, 2021, Meeting Minutes**

Chuck Redfern made a motion to accept April 26, 2021 minutes as presented. The motion was seconded by Yves Gakunde and passed unanimously.

**3. Drafting of Strategic Plan Language**

Chair Alexander shared a draft strategic plan document which she drafted and included general language about the library mission, strategic plan process, and impact of the COVID-19 pandemic. The language from the 2011-2016 strategic plan was used as an exemplar. Added to this language were the SWOT findings and a listing of the service goals identified in the April 26, 2010 Long Range Planning meeting.

A draft was completed of service goal language for goal 1: “Marketing/Communication: Internal and External” and goal 2: “Optimizing our Assets.” It was agreed that the written structure of the strategic plan would deviate from the 2011-2016 plan in that strategies for reaching goals and accountability/reporting measures would not be attached to the goals. The rationale behind this was to allow library staff to best determine how goals would be met and a paragraph about accountability/reporting was added to the body of the general strategic plan language.

Goal 3: “Celebrate Diversity: Cultural Awareness” combined with “Accessibility for All” and “Social Services” was not discussed and it was planned to draft this language at the next Long Range Planning meeting.

**4. Adjourn**

Chair Alexander adjourned the meeting at 6:30p.m.

Respectfully submitted by,  
Jennifer Alexander