

Great Neck Library
Long Range Planning Committee
Wednesday, February 5, 2020, 6:00pm
Main Library

Board Members:

Chelsea Sassouni, Chair (CS)
Weihua Yan (WY)
Liman Mimi Hu (MH)
Barry Smith (BS) absent with notice

Library Professionals:

Tracy Van Dyne (TV)
Steven Kashkin (SK)
Adam Hinz (AH)

Call to Order

CS called the regular meeting of the Long-Range Planning Committee to order at 6:03 p.m.

Approval of Minutes

The committee reviewed and approved the minutes from the May 15, 2019 meeting.

Mission Statement

CS announced that at a prior meeting the committee had requested staff input on the goals and objectives that were created. She reported that eight responses were received. The committee expressed disappointment in the low number of yielded responses.

MH questioned why only staff feedback was being received and not that of the community. CS responded that staff participation was requested first because they are the ones that will ultimately be responsible for the execution of the long-range plan. MH stated that for her to assist in creating a plan it is important for her to hear from the community she represents. WY agreed that the input provided by the staff is valuable but that community involvement is necessary.

CS shared that a lot of work was done by Joel Marcus, the previous chair, and the committee towards producing a framework for the mission statement. She added that the committee she was a part of then created and refined the objectives. AH reported that the existing mission statement and goals were advanced to and approved by the Board. He clarified that the goal of the staff survey was to get feedback on how we can achieve the objectives and measure the success of achieving them. CS added that the committee spent a few meetings developing the objectives that feed into the mission statement. They decided that measurable outcomes could not be defined without staff involvement.

CS stated that the committee can do a lot of independent work outside of meetings and decided to send out individual assignments to the members for completion before the next meeting. WY said everyone has a vision of what the library can become so they should go out into the community and collect ideas. Then they may possibly be handed over to a professional who

can assist in bringing them to fruition. The committee concurred. WY continued that the committee should come up with a five-year plan based on the existing goals and objectives. He added that once that is complete it can be moved over to another committee for execution.

CS stated that before moving forward she wants to assure that the committee does not have any issues with the existing document. The committee reviewed the mission statement, goals and objectives. CS believes the committee should define how we could achieve the objectives. AH suggested having board members take the survey. TV added that she will encourage more staff to complete the survey. MH reiterated the importance of community input. CS asked all committee members to explore options for public surveys so that it can be discussed at the next meeting.

Next meeting will be scheduled for March 11th at 7pm at the Station Branch Library.

Meeting adjourned at 7:03 p.m.

Submitted by Gina Chase

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Action Items

All Committee Members

1. Review existing long-range plan.
2. Explore options for public surveys to be discussed at the next committee meeting.

Chelsea Sassouni

1. Send out individual assignments and deliverables to committee members to be completed prior to the next committee meeting.

Tracy Van Dyne

1. Email online survey to all Trustees for completion.
2. Encourage staff to complete online survey.
3. Schedule next committee meeting for Wednesday, March 11th at 7pm. The meeting will be taking place at the Station Branch Library and will run for 30 minutes.