

Cambridge Public Library
Board of Library Trustees
November 13, 2018
Minutes

A meeting of the Board of Library Trustees was held on November 13th at 5:00pm in the Trustees' Room, 449 Broadway. The following members of the Board of Library Trustees were present:

- Janet Axelrod
- Omowale Moses
- Patricia Payne
- James Roosevelt
- *Also present:* Maria McCauley, Director of Libraries; Joy Kim, Deputy Director of Libraries

Minutes from the June 5th and October 2nd meetings were approved.

New Business

- **Introducing Joy Kim:** Our new Deputy Director spoke a bit about her 8 years working for Pierce County Library in Washington state. Most recently, she was responsible for community engagement during their Strategic Planning process, hosting 20 open houses and 5 pop-up forums. She shared that it is important for library staff to see the connection between their work and what the Strategic Plan says.
- **Introducing Maureen Sullivan:**
 - Our Strategic Planning Consultant shared that the new plan we build needs to work in this community and therefore will be developed by the Steering Committee. This will be the first time Maureen will facilitate a Steering Committee comprised of managers at the Library, who will also lead the implementation efforts. This will allow for a more fluid progression from planning to implementation (no hand-off).
 - The result of the first meeting today is for the group to begin looking at initial research to move forward. They are also tasked with leading and communicating with staff throughout the process.
 - In the December session, the Steering Committee will outline the activities for staff and stakeholder engagement and begin a Communications Plan. Trustees will be asked to review the CPL vision, mission, and core values.
 - Maureen also held an all-staff forum today, where attendees expressed the importance of the plan addressing diversity and outreach in the community.
 - Maureen and Joy will work jointly to complete this project, inclusive of branches. The goal is to have a plan for the Trustees' approval by June.
 - Mr. Roosevelt reflected that, although Trustees have participated in strategic planning in the past, they mostly revised prior plans and have not built a new one.
 - Ms. Payne asked whether there would be a repository of information for planning and this was confirmed.
- **For Approval: Meeting Room Policy Changes:** The Trustees reviewed the revised Meeting Room Policy. **MOTION:** The Trustees unanimously approved the policy as presented.

Action Item: Ms. McCauley to update the document with the approval date and update on the CPL website.

- **Friends/Foundation Meeting:** Ms. Axelrod informed Trustees that she & Ms. McCauley will be meeting with Friends and Foundation representatives in early December. They wish to clarify the purpose of each organization and the roles/responsibilities of each.
- **Inform: The Laughing Room:** Ms. McCauley shared that CPL will host an interactive art installation related to artificial intelligence in the Rossi Room on November 16, 17 and 18.
- **Request: Voting Location:** Mr. Roosevelt shared that the voting location for Ward 9 Precinct 3 has changed from the Haggerty School to Corcoran Park Community Building, which is relatively difficult to get to via public transit.

Action Item: Maria to give some thought to whether an alternate library location could be used.

There being no further business, the meeting was adjourned for Trustees to attend the Rich Rossi Dedication Event.

Respectfully submitted,
Janet Axelrod, Chairperson