

BOARD OF TRUSTEES
OSSINING PUBLIC LIBRARY
Special Meeting
Monday, October 26, 2020, 7:00 PM, Virtual

MEETING MINUTES

The following people acknowledged their presence remotely:

Board of Trustees: Matthew Weiss, President; Alice Joselow, Vice President; Cecilia Quintero, Secretary; Amanda Curley, Althema Goodson, Lucinda Manning, Shandi Speller

Staff: Karen LaRocca-Fels, Director; Kathy Beirne, Secretary to Library Director

Others: Michael Holmes, INSIGHTS4U; Pam Fitzgerald, Julia Prince of the Ivy Group

Call to Order

At 7:03 p.m. Matthew Weiss called the October 26, 2020 Special Meeting of the Board of Trustees to order.

New Business

The Board met to interview two Long Range Strategic Planning Consultants whom Karen had already spoken to about our goal of approaching our strategic plan with an equity lens. Karen welcomed everyone and introduced Michael Holmes first and then Pam Fitzgerald at 7:45 PM.

➤ **Michael Holmes, INSIGHTS4U**

Experience in board development, leadership development, organizational and talent development, organizational diversity and recruiting and strategic planning

Michael mentioned:

- Change on helping young people
- Diversity and inclusion – can be done if intentional about it
- Progress made with former LRSP plan
- Focus groups
- Recommended *The World & Me* by T. Coates, You-Tube videos by Melody Hobson
- Role reversal to elevate the systemic biases of “belonging”
- Survey?
- Matt – Get to a place of enhanced knowledge and competencies
- Where are our blind spots? Take a step back and come to an honest place of where we have blanks

➤ **Pam Fitzgerald and Julia Prince, Project Manager of the Ivy Group**

- Extensive work with libraries over the years
- Talk about methodology

- Find those parts of the community who don't use the library
- Community assessment – identify underrepresented community members
- Market segmentation
- Community online survey
- Create a tree of questions – user satisfaction vs. non-users – what can we do?
- Planning: 4-6 months
- Common thread – we don't have all the answers
- Summit
- Staff work groups
- Strategic Plan Structure – Areas of Focus- Strategy – Tactic
- One page plan design
- Timeline

Karen asked the Board exactly what they would like to have - everything except consultant writing the strategic plan – or revisit later – or go the whole way? She also expressed the prudence in starting sooner than later – get the internal stuff started – we want to keep moving forward.

Next Board development meeting date was set for November 9. Each Board member to bring a reading or video to share.

It was agreed by the Board that Michael Holmes is their unanimous choice and want to start moving forward. They asked for a sample of one of his strategic plans.

As stated by Matt re: Michael: *His recipe + his ingredients = our new plan.*

What are the next steps? Sign a contract – what is the product we will have at the end? What is the timeline? Board will vote on approving Michael Holmes's proposal during the next meeting of November 16, 2020.

Adjournment

At 9:19 PM Alice Joselow moved and Amanda Curley seconded the motion to adjourn the October 26, 2020 Special Meeting of the Board of Trustees.

Respectfully submitted,
Kathy Beirne
Secretary to Library Director