

TOWN OF WAYLAND - TOWN CLERK'S OFFICE
NOTICE OF MEETINGS OF TOWN BOARDS/COMMITTEES/COMMISSIONS

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PLEASE TYPE OR PRINT LEGIBLY

NAME OF BOARD/COMM: Library Planning Committee
(Appointed by the Board of Library Trustees)

FILED BY: Ann Knight, Library Director

DATE OF MEETING: Thursday, February 26, 2015

TIME OF MEETING: 7 p.m.

PLACE OF MEETING: Raytheon Room, Wayland Library

AGENDA

| | (Minutes) |
|---|------------------|
| 1. Public comment period | 5 |
| 2. Welcome and Introductions | 5 |
| 3. Review of Goals, Timeline, and Charge of the Committee | 5 |
| 4. Review of Open Meeting Law | 10 |
| 5. Approval of Minutes | 5 |
| 6. Election of Officers | 5 |
| 7. Discussion of off-site visits to recently constructed libraries | 45 |
| a. Meeting of assigned sub-groups for library visits (15) | |
| b. Formulation of questions to ask during visits to other libraries (30) | |
| 8. Start of discussion of documents considered so far (Library Building Space Needs Program, Library Long-Range Plan, 2005 Feasibility Study, MBLC Library Building Questionnaire) with emphasis on the following questions: | 15 |
| a. What are the major themes and issues that emerged for you as you read the various documents? | |
| b. What information did you find most consistent with your own assumptions? What was most surprising? | |
| c. What questions, if any, remained unanswered that you believe the LPC should explore further as part of its work? | |
| 9. Update on town-wide survey on library services | 5 |
| 10. Topics not reasonably anticipated by the chair 48 hours in advance of the meeting, if any | |
| 11. Adjourn | |