

**MINUTES
NEILL PUBLIC LIBRARY
BOARD OF TRUSTEES**

**Special Meeting
April 18, 2012
Young Conference Room
3:00 p.m.**

Attendees: William Brock, Elizabeth Hindman, Judy Busch, Robert Rembert, Jon Anderson, Joanna Bailey, Carrie Kyser, Dana Ellis

1. Beth moved and Jon seconded approving minutes from the March 21, 2012 Regular Meeting and the April 11, 2012 Special Meeting. All voted and the minutes were accepted as presented.
2. Regular Business
 - a. Strategic planning
 - Joanna and William provided an update on the formation stage of the committee. They have contacted fourteen prospective committee members and met in person with most of them to establish a common frame of knowledge about strategic planning. Everyone they have spoken with has been very supportive of the library's endeavors. Thus far five prospective members affirmed their participation. The goal is to have solid commitments for participation from all invitees by April 26.
 - The Board reviewed and revised the welcome letter from the Director to be sent out to the prospective members of the community planning committee. The decision has been made to merge the letter from the Director with the letter from the Chair of the Library Board.
 - The Board reviewed and revised a draft of the community and library information packet to be distributed to the prospective committee members prior to their first meeting on May 19. The board members will have an opportunity to suggest further changes to the packet at their next meeting on April 25.
3. Adjournment of Special Meeting
 - a. Being no further business, Judy moved and Rob seconded adjourning the special meeting. All voted and the meeting adjourned at 4:08p.m.

Next Meeting Date: April 25, 2012 at 3:00p.m.

William E. Brock
Chair

Dana Ellis
Attest