

KALKASKA COUNTY STRATEGIC PLANNING COMMITTEE  
OCTOBER 21, 2015  
MINUTES

1. Call to order: Meeting called to order by L. Cervone at 9:09a.m.
2. Attendance/Introductions  
BOT: M. Judge, M. Moran, L. Cervone, L. Wolcott  
BOC: none  
Friends of the Library: D. Needham, M. Gillooly, M. Coville  
DDA: Cash Cook  
Staff present: Deb Bull, Bradley Chaplin, B. Reed
3. Adoption of Agenda  
**MOTION: by Coville to approve agenda**  
**Second by Gillooly**  
**Motion approved**
4. Acceptance and Approval of previous Minutes  
**MOTION: by Judge to accept Minutes (as amended)**  
**Second by Needham**  
**Motion approved**
5. Call for Public comment: none
6. Reports
  - 6a. North Property update by BOT Chair L. Cervone. Committee Chairs designated = Finance: M. Moran, (will include Grant and Capital Campaign subcommittees); Design: B. Chaplin; Communication and Marketing: D. Needham and B. Chaplin; Property: M. Moran and L. Cervone. Legal: D. Bull. Communication Committee will be meeting on Monday October 26 to finalize Oct 30th press release. Marketing info and talking points to be developed at Nov 9<sup>th</sup> meeting. D. Bull to contact attorney J. MacNeal re: North Property documents.
  - 6b. Friends of the Library report – Friends' Annual Report submitted
  - 6c. DDA Representative – RR Square Information Kiosk funding being developed
  - 6e. Director's report – communication and marketing commitment via Library's Face Book page and e-newsletter
7. Unfinished Business
  - 7a. Pursuing volunteers – Chairs of Committees will be developing their committee. All present asked to assist with recruitment; Friends of the Library will assist in search for committee participants.
8. New Business
  - 8a. Document updates
    - I. Phase II Completed
    - II. Phase III Completed
    - III. Power Point Communication Plan (presentation)

9. Other Business: none

10. Items for future agenda  
10a.

11. Call for Public Comment none

12. Adjournment

**MOTION: by Needham to adjourn at 10:41**

**Second by Wolcott**

**Motion approved**

Respectfully submitted

Deb Bull

The next meeting of the Strategic Planning Committee will be at 9:00a.m. on  
November 18th