



# TOWN OF ROXBURY CONNECTICUT

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Library Board of Director/Trustees

29 North Street • P.O. Box 203 • Roxbury, CT 06783-0203

## ROXBURY LIBRARY BOARD OF DIRECTOR/TRUSTEES SPECIAL MEETING JANUARY 25, 2016

### MINUTES

#### CALL TO ORDER

Cynthia Newby, Chairwoman, called the meeting to order at 5:11 PM.

Board of Trustees Present: Cynthia Newby, Joan Stracks, George Fifer, Pam Southworth, and Meg Mongin

Library Director: Teresa Roxburgh

#### BUSINESS

Special meeting to discuss strategic planning: plan outline, timeline, and work process.

#### Strategic Discussion

The group reviewed the key points of the ACLB Trustees handbook chapter 5 (Planning) and discussed a 10-step outline for the strategic plan development, approving it as a general guide for moving forward. The refined outline, environmental scan document, timeline, and tentative work process will be presented for approval at the Feb 8 Regular meeting of the library board.

#### ADJOURNMENT

The meeting was adjourned at 6:00 P.M. by unanimous accord.

Respectfully submitted,

*Cynthia Newby*

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