



## March 21, 2023 Minutes

The Newport News Public Library Board of Trustees met on March 21, 2023, in the meeting room of the Main Street Library.

Attending: C. Samuels, K. Akins, D. Thomas, R. Tench, B. Dahlen, W. Barbour, L. Atkins, R. Lynch, J. Meyer; A. Crawford; A. Jennings, and C. Skeen representing the Library.

Absent: T. Wright, D. Dangerfield, D. Hopkins, M. Whyte

The meeting was called to order at 6:05 p.m. The meeting met quorum.

### January 17, 2023 and February 21, 2023 Minutes

B. Dahlen motioned to accept the January meeting minutes. D. Thomas motioned to accept the February meeting minutes. All were in favor and minutes were approved.

### Strategic Planning – Anita Jennings, Director

One of the Library's requirements for receiving State Aid is to submit a new Strategic Plan by June of this year. The current plan that will be expiring was sent out to the board for review and reference. Anita is working with the Executive Leadership Team, staff, the community, Department of Planning, and Quinn Evans architects to ensure the plan for the new Grissom Library fits into our mission and vision. We have not completed an environmental scan since prior to the pandemic, so we will need to conduct a SWOT analysis. We will need to align our strategic priorities, goals and objectives with the City's priorities. Our current plan was for 2018 through 2023. Over time some of the goals may change. For our technology services, we want to focus on staff competencies with keeping up to date with new devices and technology, self-service options and AI. Mrs. Dahlen suggested the Libraries look at what is being done for the senior community, because so many are immobile and cannot get to a library. The same SWOT analysis will be done internally also. We are also conducting staff meetings, leadership team meetings and surveys. The board is encouraged to send any input or suggestions for NNPL's strategic plan to Anita or Cindy.

## **ADMINISTRATIVE OFFICES**

700 Town Center Drive, Suite 300 | Newport News, VA 23606 | 757- 926-1350 | F 757-926-1365



# Newport News Public Library

NNPL is eliminating music CDs from the collection. They will go to the Friends of the Library bookstore. The Friends have added a day to their operating hours and they've been having very large sales.

Our Outreach team is now taking library card applications and cards to the Four Oaks Day Center and signing up new patrons. Mrs. Dahlen asked if the Library can target the senior communities to assist them with obtaining library cards and possibly the communities could advertise this in their newsletters. She also asked if we could look at holding the board meetings at Grissom again in the future. The board members decided to keep the meetings rotating between the administrative office and Main Street this year, but we can certainly look into adding Grissom into the rotation for next year's schedule.

There being no further business, the meeting adjourned at 6:37 P.M.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Anita Jennings", written over a horizontal line.

Anita Jennings, Director  
Secretary, ex-officio

## ADMINISTRATIVE OFFICES

700 Town Center Drive, Suite 300 | Newport News, VA 23606 | 757- 926-1350 | F 757-926-1365