



To: Long Range Plan Committee
From: Gregory Walker, Chair
Date: June 8, 2021
Subject: Meeting of the Long Range Plan Committee of the Rapides Parish Library Board of Control

A meeting of the Long Range Plan Committee of the Rapides Parish Library Board of Control has been scheduled for Tuesday, June 15, 2021 at 2:30 p.m.

The meeting will be held at **Westside Regional Library, 5416 Provine Place, Alexandria, LA.** A tentative agenda is enclosed.

RAPIDES PARISH LIBRARY

LONG RANGE PLAN COMMITTEE MEETING

June 15, 2021
2:30 PM

- 1. Call to order**
- 2. Solicitation of public comments**
- 3. Approval of agenda**
- 4. Progress update on distribution of surveys**
- 5. Other items, to be added by unanimous consent**
- 6. Adjournment**

Rapides Parish Library
Long Range Plan Committee of the Board of Control
May 18, 2021

Minutes

The Long Range Plan Committee of the Rapides Parish Library (RPL) Board of Control met with the Director's Strategic Planning Committee at the Westside Regional Library, 4616 Provine Place, Alexandria. The meeting was called to order by Committee Chairman Greg Walker at 2:35 p.m.

Board committee members Mr. Walker and Mr. Morris Taft Thomas were present; Ms. June Arrington was absent. Staff committee members present were Ms. Gail Goldberg, Ms. Jennifer Hughes, Mr. Cory Miller, Ms. Ginger Reeves, Ms. Lenna Mouton, and Ms. Karla Kirby. Also present were Director Celise Reech-Harper and Ms. Kendra Bertrand.

Mr. Thomas motioned to approve the agenda. With no objections, the motion passed.

The minutes of the April Strategic Planning Committee meeting were provided for review.

Discussion of survey distribution followed. Ms. Hughes will design a landing page on the Library's website for all surveys to be linked in one location for ease of access.

Surveys have been crafted to target four main demographics of library stakeholders, and the distribution plans for each group are as follows:

- **City/community officials** – Ms. Reech-Harper and Mr. Walker will reach out to members of this group through phone calls and mailed postcards.
- **Business and organizations group** – Non-profits will be contacted by phone, email, and postcard. The Chamber of Commerce, the Better Business Bureau, and the United Way have all agreed to assist in survey awareness and distribution to their contacts through various means including Facebook posts and newsletters.
- **Seniors and vulnerable members of the population** – Surveys will be available at branches and delivered to senior centers, churches, and hospitals. The Bookmobile will be asked to distribute surveys to assisted living facilities.
- **Family and education group** – Surveys have been sent to the Rapides Parish School Board in hopes of distribution to schools before the end of the school year. Over the summer, camps and daycares will be contacted.

Other survey distribution plans also include:

- Direct Services will ensure that the surveys are promoted in all branches with signage and displays near the entrances.

- Interfaith Council representative Ben Peterson has been working with RPL to set up vaccination centers at the Boyce, Hineston, Johnson, McDonald, and King branches. In addition to being a positive community service partnership, this presents a good opportunity to distribute surveys to those waiting on the premises during the fifteen minute post-vaccination observation period.
- Mr. Thomas pledged to reach out to his numerous contacts in the community to promote the survey project.
- Ms. Goldberg will personally visit schools in the Glenmora area to explain and describe the surveys to administrators.

The committee will meet again on June 15, 2021.

Without objection, the meeting was adjourned at 3:00 pm.

Respectfully submitted by

Celise Reech-Harper
Secretary

Greg Walker
Committee Chair