

APPENDIX E
COMMUNITY WORKSHOP

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A five-hour workshop was held on a Saturday in October, 2006. After an introduction by the Trustees and the group facilitator, the 45 attendees were divided into three smaller groups, each led by a workshop leader and with an assigned recorder.

Participants were sent a packet of information for their review prior to attending the meeting. The packet contained:

- Agenda
- Long Range Planning: Overview
- Current Five-Year Mission Statement
- Community Profile
- Library Profile
- Trustee-Staff Interview
- Summary of Community Workshop
- Library Report from 2005 Town Report
- Library Excerpt from Town Master Plan
- List of Current Library Online Databases
- List of Workshop Leaders

The purpose of the session was to engage the group in a discussion of the Library's current status and future direction. At the conclusion of the morning session, each group created a list of items they believed were key to the Library's successful future.

The combined list was then presented to the entire assembly and each participant was asked to attach one or more stickers (a maximum of five) to the items they felt were most important.

Participants included representatives from a wide variety of community representatives, including town government, town schools, the Chinese Language School, civic organizations, The Council on Aging, business charity groups (Lion's Club, Rotary Club), The Science Museum, The League of Women Voters, the Garden Club, the Acton-Boxborough Cultural Council, as well as representative Library patrons and Library support group members. In addition, the Library Director, all of the Library Trustees and the Long Range Planning Committee members were present.

Several months after the session, the participants received a post-workshop letter informing them of subsequent steps in the development of the long range plan, listing the set of selected goals and objectives, and thanking them again for their participation.