



<b>DATE:</b>	December 10, 2019
<b>TIME:</b>	5:30 – 7:00 PM
<b>LOCATION:</b>	GoToMeeting Conference Call

**Type of Meeting:** Sustainability Guidance

**Facilitator:** Rebekkah Smith Aldrich, Executive Director, Mid-Hudson Library System

**Minute Taker:** Annie Greene, Prendergast Library Manager

**Attendees Present:**

- Rebekkah Smith Aldrich, Executive Director, Mid-Hudson Library System
- Janice Dekoff, Executive Director, Chautauqua Cattaraugus Library System
- Tina Scott, Executive Director, James Prendergast Library
- Joni Blackman, President, James Prendergast Library Board of Trustees
- Lynn Warner, Vice President, James Prendergast Library Board of Trustees
- Annie Greene, Library Manager, James Prendergast Library

**Agenda Topic: 259 Vote - Sustainable Libraries**

**Discussion:** Review of four phases:

- 1.) Build and Organize
- 2.) Public Relations
- 3.) Connecting with Voters
- 4.) Get out the Vote

**Conclusion:** Research and organize facts; research Board of Elections data; assess voting trends; develop plan; develop communication strategy; assess community priorities (update Strategic Plan); educate staff, trustees, volunteers/stakeholders

<b>ACTIONS</b>	<b>ACTION TO BE TAKEN BY</b>	<b>DATE TO BE ACTIONED BY</b>
Get System Wide Library Data	Jan Dekoff	Completed 12.11.2019
Review Voter Data	Tina Scott	Completed 12.17.2020
Meet with Executive Committee to begin developing plan and strategy		Meeting scheduled for 12.17.2019