



**Hennepin County Library – Southeast**  
**Steering Committee Meeting #1**  
*July 24, 2014 4-6 pm*  
*Humphrey School Room 180*

**Goal:** To engage in activities that build trust among committee members, share project background and research intentions, and gather input about project trajectory.

<u>Clock</u>	<u>Time</u>	<u>Activity</u>	<u>Facilitator</u>
4:00	15'	<b>Welcome</b> a. Introduce Project b. Purpose of Steering Committee c. Design Team's Role d. Today's Agenda	Peter Lois  Steve
4:20		<b>Sharing your vision-</b> Think/Pair/Share a. <b>Think-</b> Each participant will be asked to bring a picture that illustrates their vision for library and learning information needs	
	10'	b. <b>Pair-</b> Share the story of their picture with a partner	Pairs
	5'	c. <b>Share-</b> Join another pair and discuss commonalities among the stories	Quads
	5'	d. Large group share of common themes	Large Group
4:45	20'	<b>Research Presentation</b> a. Introduce research scope b. Current research- demographics, case studies, etc. c. Proposed ideas for collecting additional research d. Share stakeholder list	Steve Meredith, Bryan
	10'	e. Ask for input- who's missing, areas to research	Steve Steve
5:15	5'	<b>Break</b>	
5:20	30'	<b>Seeing things in a new light</b>	Small groups
5:55	5'	<b>Wrap-up</b> a. Next steps b. Reminder about input sheet passed out at beginning. It will include: i. Meeting time logistics survey ii. Suggestions for research iii. Resources for RA's	Steve