

**Glenview Public Library
Strategic Planning Committee Meeting
December 15, 2021 – Conference Room
4:00 p.m.**

PRESENT **Winnie Clonts Kathy Vega**
(Board) **Ruth Rosenblum (Virtual)**

PRESENT: **Lindsey Dorfman, Library Director**
(Staff) **Teri Room, Assistant Director**
 Christine Klimusko, Business Manager
 Hilary Gabel, Director of Communications

1. CALL TO ORDER AND ROLL CALL

Committee Chair Vega called the meeting to order at 4:02 and the roll was called.

2. UNFINISHED BUSINESS
a. Review of Strategic Plan Objectives

The Committee was presented with a report that recommended several Strategic Objectives for 2022 developed by staff and Department Heads.

The Committee reviewed and made several revisions and changes to the list of proposed objectives. The Committee also discussed the presentation format for yearly objectives. Committee Vega likes the idea of the continuing with separate documents. One three-year strategic plan document and separate yearly documents that reflect specific objectives for each year of the strategic plan. The Committee agreed on Objectives for 2022, and the final version of the 2022 Objectives includes three (3) focus areas and three (3) goals per focus area.

Trustee Clonts would like to convey to the community that the library is also focusing on the website. The website is a huge access point to the library. Library Director Dorfman pointed out that the new website is included in the Strategic Plan Objective Focus #3 Goal #2 – “enhance people’s ability to access information and utilize Library resources in innovative ways.”

The Committee discussed possible Key Performance Indicators that the library can use to track the strategic plans impact over the next three years.

Surveying program participants, website usage and tracking patron engagement were all discussed. Library staff will continue to work on building a set of KPI's.

Director of Communications Hilary Gabel will send a mockup of the 2022 Strategic Goals and Objectives brochure to the Committee for their input. The Strategic Planning Committee review the mockup prior to the January Board Meeting. Once reviewed, the Committee will present the 2022 Objectives to the Board for their approval. There will be a placeholder for the new branding on the cover, but the content will be approved. The 2022 -2024 Strategic Plan and the 2022 Objectives will be shared with the community in February.

3. NEW BUSINESS

None at this time.

4. OTHER

None at this time.

5. PUBLIC COMMENTS

None at this time.

6. ADJOURNMENT

There being no additional business to be brought before the Committee, Committee Chair Vega requested a motion to adjourn.

MOTION Moved by Trustee Clonts, seconded by Trustee Rosenblum, to adjourn.

Voice vote taken. All ayes. No nays. Motion carried.

The meeting adjourned at 4:55 p.m.

Respectfully submitted,

**Kathy Vega, Committee Chair
Glenview Public Library Board of Trustees
Strategic Planning Committee**