

FRANKFORT PUBLIC LIBRARY DISTRICT
STRATEGIC PLANNING COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
August 27, 2025
4PM

I. Call to Order

The meeting was called to order at 4:01PM.

II. Roll Call

Present: Trustee Evenhouse, Trustee Miner, Amanda Kowalcze, Melissa Rice, Jennifer Erbach, Rebecca Cerf, and Mary Ryan. Trustee Otway joined the meeting at 4:11pm.

Absent: Trustee Look, Trustee Faris, Trustee Meszaros, and Trustee Stenoish

Also Present: None

Citizens Advisory Committee: None

III. Introduction of Visitors

None

IV. Minutes for Approval

Melissa Rice motioned, and Rebecca Cerf seconded to approve the Minutes from the Strategic Planning Committee Meeting on April 9, 2025. Motion Passed.

V. Old Business

None

VI. New Business

A. Committee Membership

1. Staff Member Nicole Suarez has stepped down from the Committee to focus on other work. Head of Youth Services Mary Ryan has joined the Committee.

B. Strategic Plan Quarterly Review

1. The Committee reviewed Strategic Plan progress for April 2025-July 2025. The Committee discussed significant progress in programming, with a focus on the Summer Reading Programs. The Committee also discussed the myriad of ways the Library partnered with other organizations this quarter to provide all sorts of returning and new services. Community partnerships continues to be an area of strength for the Library.
2. The Committee discussed progress in the area of Space, including a large HVAC project, material organization changes, and sustainable-friendly landscaping.

3. The Committee discussed changes to Library collections to meet the needs of the community, including expanding the Library of Things and expanding the Museum Adventure Pass.
4. Areas of growth related to communication included the Outreach Vehicle Fundraiser, a new comment box system, and LibraryAware, a new tool for making accessible booklists.
5. The Committee discussed Up Next Items, which include work on the staff culture statement, participation in a Chamber of Commerce competition, and planning the Library's 60th Birthday. Additionally, staff would like to prioritize finding opportunities to collaborate program scheduling across departments to reach wider audiences, and a focus on more outreach to the high school district.
6. The Quarterly Report now includes connections to the new Illinois Public Library State Standards, to show how the work being done at the Library fits into the framework of librarianship across the state.

C. Strategic Plan: Next Steps

1. The Strategic Plan Quarterly Assessment will be brought to the Library Board at the September Board Meeting.

D. Next Meeting

1. The Committee will plan to meet in October to discuss August and September progress.

VII. Public Comment
None.

VIII. Adjournment
Meeting adjourned at 4:53PM.

Recorded By:
Amanda Kowalcze
Library Director