FRANKFORT PUBLIC LIBRARY DISTRICT
STRATEGIC PLANNING COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
July 7, 2026
4PM

I. Call to Order

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

II. Roll Call

Present: Trustee Look, Trustee Evenhouse, Trustee Faris, Trustee Miner, Amanda Kowalcze, Rebecca Cerf, Jennifer Erbach, and Mary Ryan
Absent: Trustee Meszaros, Trustee Stenoish, Trustee Otway, and Melissa Rice
Also Present: None
Citizens Advisory Committee: None

III. Introduction of Visitors

None

IV. Minutes for Approval

Trustee Faris motioned and Trustee Look seconded to approve the Minutes from the Strategic Planning Committee Meeting on June 25, 2026 with edits. Language in the Minutes was revised with terms such as “ever-green” and “SMART goals” were replaced in order to be a more authentic reflection of the terms the Committee used when discussing the Strategic Plan structure. Minutes with these edits were approved unanimously.

V. Old Business

None

VI. New Business

A. Strategic Plan Graphics

The Library’s Head of Graphics had created new graphic representation options to represent “Space” and “Advocacy & Community Engagement.” The Committee agreed that they liked the revised Space graphic, which shows a building designed to look like an external view of the Library next to a tree. The Committee decided to replace the existing Space graphic with the new graphic. The Committee discussed and ultimately agreed that they did not prefer the new graphic for Advocacy & Community Engagement. The graphic, which showed shaking hands felt too “businessy.” The Committee decided that they preferred the existing graphic of an open door.

B. Strategic Plan 2026-2029 Draft

The Committee reviewed a full draft of the Strategic Plan, laid out with graphics and organized for distribution. The Committee discussed that the organization of the Strategic Plan document allowed for it be displayed as a one-page flyer or a full in-depth document.

The Committee worked through the draft, noting needed edits, including typos and changes for clarity, such as adding bullet points to visually break up a wall of text. The Committee agreed that the Why? section should be revise to include language about the Illinois Library Standards, to show that they played a role in the Strategic Plan process. Several goals and objectives were revised, but only to refine language or improve clarity, not to make any substantive change.

C. Next Steps

Director Kowalcze will send all of the agreed upon edits over to the Head of Graphics to have a final draft of the Strategic Plan developed. The draft will be emailed out to the Committee for a final look, and then presented to the Library Board at the July Board Meeting. If the Strategic Plan draft is approved, it will be shared with everyone at Staff Day in October. Then, the Committee will meet in October or November to work on action items. President Look shared that a Renovation Committee might be appointed as an Ad Hoc committee to Strategic Plan.

VII. Public Comment

None.

VIII. Adjournment

Meeting adjourned at 4:53PM.

Recorded By:
Amanda Kowalcze
Library Director