

FRANKFORT PUBLIC LIBRARY DISTRICT
MEETING OF THE STRATEGIC PLANNING COMMITTEE
FRANKFORT PUBLIC LIBRARY
March 24, 2022
6:00 PM

I. Call to Order

President Look called the meeting to order at 6:07 p.m.

II. Roll Call

Trustee Wagner called the roll call.

Present: Trustee Look, Trustee Skibinski, Trustee Knutson, Trustee Wagner, & Trustee Schneider

Absent: Trustee Drisko & Trustee Karabis

Also Present: Amanda Kowalcze & Denise Wargowsky

Citizens Advisory Committee:

III. Introduction of Visitors

None.

IV. Old Business

None.

V. New Business

A. 2023–2025 Strategic Plan Discussion

1. **Strategic Plans Overview**—Create a living roadmap for the library’s role in the community over the next three years to help guide goals and initiatives.

- a. Questions to Consider—What should the library start, stop, and continue doing? How to bring new or defected patrons to the library? Is the current space working? What technology does the community have to access library services? What value does the library have to the community?

2. **FPLD Values**

- a) Board’s Current List—Inclusivity, Accessibility, Continuous Improvement, Innovation, Community Engagement, Stewardship, & Patron Experience, Technology.
- b) Staff Suggestions—Inclusion, Access, Innovation, Education, Respect, & Inspiration.
- c) Areas of Focus: Services, programs, collections, physical space, marketing, & customer service.

3. Strategic Plan Timeline and Next Steps—add line items to budget for surveying and other relevant items
 - Feb–April—assemble committee, identify stakeholders; assess previous plan, develop questions & distribution plan
 - May—finalize survey, distribute surveys to users & non-users
 - June–July—community focus groups (outside company), survey staff & trustees
 - Aug–Sep—Synthesize data, define insights, develop drafts
 - Oct–Nov—finalize mission, values, vision, & core services; draft priorities and goals
 - Dec–Jan 2023—finalize strategic plan, present to board & community
4. Establishment of Steering Committee—Staff, managers, & trustees to head steering committee. Trustees Look, Skibinski, and Knutson volunteered to help with survey questions. Trustees Schneider and Knutson volunteered to help with focus groups. Survey meeting week of April 18.

VI. Public Comment
None.

VII. Trustee Comment
None.

VIII. Adjournment
Motion made by Trustee Skibinski and seconded by Trustee Schneider to adjourn the meeting. All trustees voted “Aye.” Motion carried.
President Look adjourned the meeting at 6:52 p.m.

Respectfully Submitted:

Cindy Wagner
Secretary

Recorded By:

Jessica Stacy
Recorder