

FRANKFORT PUBLIC LIBRARY DISTRICT  
STRATEGIC PLANNING COMMITTEE MEETING  
FRANKFORT PUBLIC LIBRARY

May 3, 2023

1PM

I. Call to Order

The meeting was called to order at 1:04PM.

II. Roll Call

Present:, Trustee Knutson, Trustee Look, Amanda Kowalcze, Melissa Rice, Rebecca Cerf, Jill Ganeshen, and Nicole Suarez. Trustee Skibinski joined the meeting at 1:40PM.

Absent: None

Also Present: None

Citizens Advisory Committee: None

III. Introduction of Visitors

None

IV. Minutes for Approval

Minutes from the Strategic Planning Committee Meeting on March 22, 2023 were reviewed and approved the Committee members.

V. Old Business

None

VI. New Business

A. Strategic Goals

1. The Committee returned to the two Strategic Objectives that had been tabled from the previous meeting. They refined the Space objective to more clearly articulate the sustainability motivation behind the goal. The Committee worked on refining the Experience goal, but couldn't find a good way to rephrase it. Instead, the Committee developed a new second goal for experience, which was more focused on how the Library engages with the community. It was felt that the previously discussed objective would be a better project to support this goal.

B. Strategic Plan Organization

1. The Committee had a conversation about the final structure of the Strategic Plan. It was felt that the plan should contain the Mission & Vision statements, methodology, the strategic priorities, the strategic objectives (now to be renamed strategic goals), and more refined strategic objectives, which are defined as the measurable tasks the Strategic Plan is laying out as ways to meet the strategic goals. These objectives would be illustrative, and not be meant to encompass all of the various ways the Library would be working to meet the new strategic goals.

2. The Committee approved of the Strategic Plan one-sheet, and the decision was made to make it a coversheet for a multipage full Strategic Plan, which would include the new strategic objectives and methodology.

C. Strategic Objectives

1. The Committee worked through each Strategic Priority and developed two objectives for each. The Committee discussed adding additional objectives, but felt that given the shorter Strategic Plan period of three years, two per priority was appropriate.

2. There were many projects suggested in support of the new strategic goals. Some ideas suggested included a social media campaign for community members to share their library stories, a One Book, One Frankfort program, and more onboarding or welcoming for new District residents and/or Library cardholders.

D. Next Steps

1. Director Kowalcze is going to give all of the information to the Head of Graphics to organize into a full draft. The draft will then be submitted to the Board of Trustees at the May Board Meeting for approval.

2. Trustee Look suggested that the Strategic Planning Committee continue to meet three times a year to assess progress towards the new Strategic Plan. An annual report on the Strategic Plan progress was also suggested by Trustee Look. If the Strategic Plan is adopted at the May Board Meeting, the next Strategic Planning Committee meeting will be held in September.

VII. Public Comment

None.

VIII. Adjournment

Trustee Knutson left the meeting at 2:30pm. Meeting adjourned at 2:47PM.

Recorded By:  
Amanda Kowalcze  
*Library Director*