

FRANKFORT PUBLIC LIBRARY DISTRICT
STRATEGIC PLANNING COMMITTEE MEETING
FRANKFORT PUBLIC LIBRARY
May 19, 2026
4PM

I. Call to Order

The meeting was called to order at 4:02PM.

II. Roll Call

Present: Trustee Look, Trustee Evenhouse, Trustee Faris, Trustee Miner, Trustee Stenoish, Amanda Kowalcze, Trustee Otway (Joined Meeting at 4:16pm), Jennifer Erbach, and Mary Ryan

Absent: Trustee Meszaros, Melissa Rice, and Rebecca Cerf

Also Present: None

Citizens Advisory Committee: None

III. Introduction of Visitors

None

IV. Minutes for Approval

Trustee Faris motioned and Trustee Evenhouse seconded to approve the Minutes from the Strategic Planning Committee Meeting on April 29, 2026. Motion Passed.

V. Old Business

None

VI. New Business

A. Strategic Plan Goals & Areas of Focus Discussion

The Committee reviewed the areas of focus (pillars) and goals from the current strategic plan, to determine if they should be kept, revised, or removed for the new strategic plan, in light of the recent survey data and new State Library Standards.

1. Space

The Committee felt that both of the goals from the current standards are still a good fit for the new Strategic Plan, with some small changes. The goals will now reflect that the Library wants to provide a “safe and welcoming environment,” and the sustainability goal will be rewritten to be in a more active voice. The Committee felt that the objectives related to these goals might be changed, as the primary focus of space changes moves away from maintenance towards improvements.

Trustee Otway joined the meeting during the discussion on Space at 4:16pm.

2. Communication

The Committee decided to split the previous area of focus “Communication” into two different areas: “Marketing & Communication” and “Advocacy & Community Engagement.” The latter area takes its name from one of the new state standards chapters. This split will separate goals related to marketing/communication tools, and goals related to building community partnerships.

The Committee felt the existing goals could be kept with some small changes to refine the language. New goals are also needed to relate to internal communication and inviting area stakeholders to the Library. One potential objective discussed was the new web accessibility standards.

3. Experience

The Committee decided to rebrand this area of focus “Library Services & Resources,” with the understanding that it covers Library collections, programs, and other services and resources that patrons utilize through the Library. The goals related to programs and materials in both this existing area and the former “Access” area will need to be consolidated, as there is some overlap and repetitiveness. Objectives related to customer service or personnel will be moved to Communication as part of the focus on internal communication.

4. Access

This area of focus is being eliminated, as the term “Access” is used differently now than intended when the last Strategic Plan was developed. Some of the previous goals for this area of focus will be integrated into the new Library Services & Resources area, and some will be moved to other areas like Communication and Space.

B. Next Steps

The Committee discussed that the next steps for developing the new strategic plan is to focus on the objectives. The Committee will need to keep in mind how objectives will be assessed after the Strategic Plan goes into effect.

The Committee discussed that trends are changing fast, and that an acknowledgement of focusing on current trends should be present in all pillars of the strategic plan. The Committee also discussed that the strategic plan will need a section on how it was put together, and that this area should stress that the public is invited to Board Meetings and to engage with the Library.

C. Next Meeting Date

The Committee will meet next on Wednesday, June 24th at 4pm.

VII. Public Comment

Trustee Look commented that it was a very good and productive session, with a lot accomplished.

- VIII. Adjournment
Meeting adjourned at 5:15PM.

Recorded By:
Amanda Kowalcze
Library Director