

LAKE BLUFF PUBLIC LIBRARY
Long Range Planning Committee Meeting
Wednesday, August 16, 2017

- 1) **Call to Order: Roll Call:** The meeting was called to order at 3:58 pm by Kate Jackson. The committee met in the Museum Mezzanine of the Lake Bluff History Museum.

Present: Carl Schons, Tim Kregor, Kate Jackson

Absent: None

Library Staff Present: Eric Bailey, Martha O'Hara, and Eliza Jarvi

Members of the Public: None

2) **Approval of 7/11/17 Long Range Planning Committee Meeting Minutes**

- a) Carl Shons moved and Tim Kregor seconded that the minutes be approved as written.
AYES: All.

3) **Discussion of Committee Goals**

- a) Discussed:
- a) Fall 2017 focus groups: We decided to conduct focus groups with Lake Bluff residents who have school age children on October 13th and 14th at the Lake Bluff Public Library; focus group participants should represent all local public and private schools. Focus groups dates with empty nesters and retirees are slated for fall. And focus groups with library staff and village/school leadership will take place later in the fall/winter.
 - b) Focus group questions will be massaged and finalized by Tim Kregor
 - c) Invitations and reminders to focus group participants will be sent by Kate Jackson
 - d) Tim and Kate will conduct the focus groups - Tim as facilitator and Kate as note taker. All feedback will be kept anonymous.
 - e) Empty nester and retiree focus group participants will be selected by Eric Bailey and Martha O'Hara
 - f) Village and school leadership participants will be the same as prior year

4) **Any other business:**

- a) The group discussed levers that may increase survey responses

- 5) **Adjournment:** Schons moved and Kregor seconded that the meeting be adjourned at 4:45 pm.

AYES: Jackson, Schons, Kregor

NAYES: None

ABSENT: None