

LAKE BLUFF PUBLIC LIBRARY
Long Range Planning Committee Meeting
Wednesday, May 31st, 2017

- 1) **Call to Order; Roll Call:** The meeting was called to order at 2:04 PM by Kate Jackson. The committee met in the Spruth Room of the Lake Bluff Public Library building.

Present: Carl Schons, Tim Kregor, Kate Jackson, and Kathy Meierhoff

Absent: None

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

Members of the Public: None

- 2) **Approval of 4/14/2016 Long Range Planning Committee Meeting Minutes**

a) Kregor moved and Schons seconded that the minutes be approved as written. AYES: All.

- 3) **Discussion of Long Range Plan Goals**

a) **DISCUSSED:** The process and timeline of the previous Long Range Plan, along with previous committee goals. Goals for the coming Fiscal Year were established as follows:

i) Gather goals from other committees at the June 2017 Library Board meeting.

ii) Meet prior to the July 2017 Library Board meeting and put committee goals into a single document framework for discussion at the upcoming Board meeting.

iii) Conduct focus groups in October 2017 and January 2018.

iv) Execute a patron satisfaction survey in January 2018, with the goal of growing the base number of responses.

v) Write a new three year strategic plan by April 2018, to take effect in the spring of 2018 when the current plan concludes.

- 4) **Any other business:**

a) (None)

- 5) **Adjournment:** Meierhoff moved and Kregor seconded that the meeting be adjourned at 3:04pm.

AYES: Meierhoff, Kregor, and Schons

NAYES: None

ABSENT: None

Respectfully submitted,

Eric Scott Bailey