



# City of West Allis

## Meeting Minutes

### Library Board Subcommittee

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Thursday, January 30, 2020

6:30 PM

West Allis Public Library  
7421 W. National Ave.

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#### Strategic Planning

##### A. Call to Order

Mr. Koszalka called the meeting to order at 6:30 p.m.

##### B. Roll Call

*Staff present: Ellen Dogrogowski, Supervisor of Technical Services, Beth Henika, Supervisor of Children's Services, Michael Koszalka, Library Director, Emily Rutter, Supervisor of Adult and Circulation Services, and Ashley Wagner, Administrative Support Specialist*

*Library Board Members present: Barbara Hart*

##### C. Approval of Minutes

Library Subcommittee Meeting Minutes December 19, 2019

Attachments: [Library Board Strategic Planning Subcommittee Meeting Minutes December 19, 2019](#)

Ms. Wagner moved to approve the Strategic Plan Subcommittee December 19, 2019 meeting minutes. Second by Ms. Rutter. Motion approved.

##### D. Unfinished Business

Review of the 2016-2018 West Allis Public Library Strategic Plan

Attachments: [West Allis Public Library Strategic Plan 2017-2018](#)

West Allis Public Library Key Statistical Indicators-2015-2018

Attachments: [West Allis Public Library Key Statistical Indicators 2015-2018](#)

Staff Strategic Plan Questionnaire

Attachments: [Staff Strategic Plan Questionnaire](#)

Possible Strategic Plan Stakeholder Questions

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SWOT Analysis

Revising the Mission and Vision Statement

Review of Staff Questionnaire Responses and SWOT Analysis

Update of Online, Onsite, and Offsite Surveys

## E. New Business

Finalizing Strategic Plan Goals and Objectives

**The subcommittee finalized objectives and goals for the 2020-2023 Library Strategic Plan.**

Finalizing the Vision and Mission Statements

**The subcommittee finalized revised mission and vision statements.**

Next Meeting Date

**This is the last meeting of the Strategic Planning Subcommittee.**

## F. Adjournment

**There being no further business, Ms. Wagner moved to adjourn. Second by Ms. Henika. Motion approved. The meeting was adjourned at 7:45 p.m.**



All meetings of the {bdName} are public meetings. In order for the general public to make comments at the committee meetings, the individual(s) must be scheduled (as an appearance) with the chair of the committee or the appropriate staff contact; otherwise, the meeting of the committee is a working session for the committee itself, and discussion by those in attendance is limited to committee members, the mayor, other alderpersons, staff and others that may be a party to the matter being discussed.

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