

Minutes of the Library Strategic Planning Committee Meeting May 9, 2019

The meeting was called to order at 6:30pm

Attending:

Michelle Wadewitz, President, West Allis Public Library Board of Trustees  
Barbara Hart, Trustee, West Allis Public Library Board of Trustees  
Ellen Dobrogowski, Supervisor of Technical Services  
Emily Rutter, Supervisor of Adult and Circulation Services  
Ashley Wagner, Administrative Support Specialist  
Michael Koszalka, Library Director

Excused: Beth Henika, Supervisor of Children's Services

Minutes of 5/9/2019 Strategic Planning Committee Meeting:

Agenda item #3: Committee members reviewed the 2016-2018 Library Strategic Plan in detail and noted successes, challenges, and ideas for the future plan.

Agenda item #4: The committee reviewed and discussed City of West Allis Citizen survey responses from the 2016 City strategic planning process, as well as resident and business focus group input. Demographic information for the City of West Allis was reviewed and compared with similar sized Wisconsin cities, as well as other municipalities within the Milwaukee County Federated Library System. The City of West Allis Strategic Goals in general were reviewed and discussed, and in particular the City of West Allis goal's for the Library in its Strategic Plan 2017-2022. Additionally, Strategic Plans from the Altoona (WI) Public Library and Providence (RI) Public Library were reviewed and discussed.

Agenda item #5: The Wisconsin Public Library Standards Checklist (6<sup>th</sup> edition – 2018), was reviewed.

Agenda item #6: Committee members discussed options with gathering input from Library staff for the plan. It was decided that a combination of email and hard copy surveys would work best.

Agenda item #7: Citizen/Patron Surveys was discussed. It was decided that options for input would be made available via the Library website, as well as in hard copy format and via tablets on-site (if possible). Additionally, surveys would be made available at outreach appearances such as the August beer garden pop-up events, at A La Carte, and at Farmer's Market pop-up appearances. The idea is to gather input from both users and non-users of the Library. Staff members of the planning committee will convene before the A La Carte event to formulate specific questions that will appear on the survey.

The meeting was adjourned at 7:45pm.

Next Meeting: June 13, 2019 at 6:30pm (Library Constitution Room)