

**SCHILLER PARK PUBLIC LIBRARY
BOARD OF TRUSTEES
MINUTES OF THE STRATEGIC PLANNING COMMITTEE
SEPTEMBER 14, 2023**

A. Call to Order

- a. President Fanselow called the meeting to order at 6:00pm.

B. Pledge of Allegiance

C. Roll Call

- a. **Present Trustees:** Audrey Fanselow, President; Jennifer Yarnell, Secretary; Karen Lima, Trustee
- b. **Also Present:** Valerie Marshall, Library Director; Guadalupe Rodriguez, Administrative/Technical Services Manager.
- c. **Absent:** None
- d. A quorum was present.

D. Guests and Public Commentary - none

E. Discuss how to engage community members in the strategic planning process

- a. The committee determined that the community surveys available on the library's website and premises are sufficient to gather community feedback, and asked Director Marshall to promote the surveys more prominently on the library's website and social medial accounts.

F. Review samples of strategic plans from other libraries

- a. The committee reviewed strategic plans from several other libraries and discussed the elements of each that they would like to see in our upcoming plan.

G. Communications

a. Suggested Webinar through RAILS: Community Based Strategic Planning

Director Marshall gave the committee a link to the above titled webinar, which contains detailed information about the Board's role in the strategic planning process.

H. Adjournment

- a. A MOTION was made by Trustee Lima and seconded by Trustee Yarnell to adjourn the meeting at 6:43pm. Motion carried unanimously.

Respectfully submitted,

Guadalupe Rodríguez

Recording Secretary

Administrative/Technical Services Manager