



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Ad-Hoc Strategic Planning Committee Meeting

Tuesday, April 24, 2018 6:15 p.m. – 7:45 p.m.

Lake Geneva City Hall, 626 Geneva Street, Lake Geneva, WI53147, Meeting Room 2A

Call to order

Gelzer called the meeting to order at 6:17 p.m.

Roll Call

Members present: Brookes, Gelzer, Gramm, Kersten, Kundert, Lafrenz, Lyon, Oppenlander

Also Present: Library Director Kornak, Art Barnard, UW-Whitewater

Excused: Halverson

Minutes:

Lyon/Kundert motion to approve the minutes of the March 28, 2018 meeting. Motion carried unanimously.

General Update

Gelzer reported on the progress for hiring Phase II facilitator. Discussion of proposal submitted by Sarah Keister Armstrong & Associates ensued before the conference call, per committee member request. Committee concerns were regarding possible duplication or overlap, as well as what appeared to be an extended timetable. Cost management was also a question.

New Business:

- **Facilitator Hiring update:** conference call with Sarah Keister Armstrong
 - Proposed meeting with Work Group (Kornak, Kersten, Oppenlander and Gelzer) to discuss revisions to project approach and schedule, timeline, and fees. Gelzer to follow through as committee chair and will communicate with committee when a workgroup consensus path forward is affirmed.
- **Interviews and public surveys:** Art Barnard
 - Interviews about 2/3 complete
 - Quantitative surveys of patrons (online), non-patrons (phone) to be done in next two weeks, pending one more draft markup with workgroup.
- **Library Service Tiers:** Emily Kornak, reflects how libraries are rated and, to some extent, ranked. These should be understood as external factors we can use to assess our performance, set goals, etc.
 - DPI Standards: Tier I (basic), Tier II, Tier III (highest)
 - LGPL close to Tier II; open hours are minimum standard
- **Survey of Library – Affiliated Boards:** Scott Gelzer
 - In development, per workgroup draft (approved) and work by Barnard.



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- **Calendar:**
 - **Bring calendars for future planning**; original idea of day-long session proved to be not feasible both for scheduling and for using a single-day planning session model.

Lafrenz/Lyon moved to adjourn at 7:37 PM, motion passed unanimously. Motion carried unanimously.

Respectfully submitted,
Chris Brookes, Secretary

Next meeting: May 30, 2018 6:15 PM, Smith Meeting Room, Lake Geneva Public Library