



# LAKE GENEVA PUBLIC LIBRARY

## MINUTES

Lake Geneva Public Library Ad-Hoc Strategic Planning Committee Meeting  
Saturday, December 16, 9:30 a.m. to 11:00 a.m.  
Smith Meeting Room, Lake Geneva Public Library

### Call to order

Gelzer called the meeting to order at 9:30 a.m.

### Roll Call

**Members present:** Brookes, Gelzer (Committee Chair), Lafrenz, Lyon, Oppenlander, Friends of Lake Geneva Library Representative Gramm

**Also Present:** Library Director Kornak, Art Barnard of UW-Whitewater (market research and employee engagement consultant), Larry Kundert

**Excused:** Halverson, Kersten

### Introductions:

Committee members introduced themselves to Mr. Barnard and Ms. Gramm. The committee welcomed Ms. Gramm to her first committee meeting.

### Minutes:

Lafrenz/Oppenlander motion to approve the minutes of the November 29, 2017 meeting. Motion carried unanimously.

### Review of proposed Scope of Work:

Barnard reviewed the Timeline and research objectives of the project to begin mid-January. His team will be reporting monthly to the Strategic Plan Committee. A work group of Oppenlander, Kornak, Kersten, and Gelzer will address the “nuts and bolts” of the planning process and initial results. The committee meetings will serve as a forum for input and ideas, and also review initial ideas and thoughts coming from the plan activities.

Committee members posed several questions and provided some initial ideas for the plan process.

### Discussion:

Gelzer reviewed available funding from Friends and Foundation; Friends support includes the opportunity to offer prizes/incentives for survey participants, funds to help cover costs of visiting other library(s), and the support of a community forum to gather information and/or input.



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Kornak covered the progress of the archives inventory, catalog and preservation project. It is moving much faster than expected. Both Oppenlander and Gelzer stated they were encouraged by the efforts of our two archives consultants.

Gelzer noted that with the addition of Ms. Gramm, and the presence of 3 Lake Geneva Library Foundation Trustees, the full team of the Library and affiliates is part of the planning process.

Gelzer noted that Strategic Planning Committee Meeting dates and times for 2018 are:

Wednesday, January 31 at 6:15 p.m.

Wednesday, February 28 at 6:15 p.m.

Wednesday, March 28 at 6:15 p.m.

Wednesday, April 25 at 6:15 p.m.

Wednesday, May 30 at 6:15 p.m.

All meetings will be at the Library, Smith Meeting Room, unless otherwise designated.

## **Adjournment:**

Lafrenz/Lyon motion to adjourn. Motion carried unanimously. The meeting was adjourned at 10:25 a.m.

Respectfully submitted,  
Chris Brookes, Secretary

**Next meeting: Wednesday, January 31 at 6:15 p.m.**