



LAKE GENEVA PUBLIC LIBRARY

MINUTES

Lake Geneva Public Library Ad-Hoc Strategic Planning Committee Meeting
Wednesday, September 6, 2017, 9:30 a.m. to 11:00 a.m.
Library Director's Office, Lake Geneva Public Library

Call to order

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

Roll Call

Members present: Brookes, Gelzer, Halverson, Kersten, Lafrenz, Lyon, and Oppenlander
Also Present: Library Director Kornak

Minutes

Lyon/Oppenlander motion to approve the minutes of the August 23, 2017 meeting. Motion carried unanimously.

Discussion

Committee Commission: Gelzer presented a draft statement defining the committee's milestones; setting timetable not to exceed June 2018; and outlining responsibilities. There was a brief discussion on clarifying some of the points – Gelzer indicated this could be modified if needed.

Lyon/Halverson motion to approve the Committee Commission for presentation at the September 14, 2017 Board of Trustees meeting. Motion carried unanimously.

Information gathering:

- The Lake Geneva Schools Strategic Plan 2016 was discussed as a model summary/schematic for public presentation and use on website; more plans will be sought as models.
- City of Lake Geneva Comprehensive Plan is available at:
[http://www.626geneva.com/Compplan/City%20of%20Lake%20Geneva%20Comprehensive%20Plan%20Adopted%208.30.11%20\(with.pdf](http://www.626geneva.com/Compplan/City%20of%20Lake%20Geneva%20Comprehensive%20Plan%20Adopted%208.30.11%20(with.pdf)
- Geneva Lake Museum has published mission statement but no formal strategic plan
- Community Input Worksheet (attached) focused discussion of the information gathering process: solicit input from audience or groups ; information sought; methods and costs; special needs.



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Planning Calendar:

- Last Wednesday of the month, 9:30 a.m.
- September 27 (topic: how we got here: archives, deed, exterior building tour, etc.)
- October 25 (topic: data collection, what we know, what we need, UW-W guest)
- November 29 (topic: finalize plan processes and assignments)

- December 20 (topic TBD)

Budget draft:

- Possible funds available: City of Lake Geneva, Library contingency fund, Trustees budget, LGPL Foundation, Friends
- Range \$10,000 - \$15,000 is estimated cost
- Gelzer will provide any needed support representing committee.

Gelzer asked Oppenlander if presentations could be made as part of the process at Trustee meetings. Example is area library leaders talking about challenges and opportunities in their communities. Oppenlander stated this is a real possibility, agenda and business load as variables.

Adjournment

Halverson/Oppenlander motion to adjourn. Motion carried unanimously.

The meeting was adjourned at 11:00 a.m.

Respectfully submitted,
Chris Brookes
Secretary

Next meeting: Wednesday, September 27, 9:30 a.m., Smith Meeting Room