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BOARD OF TRUSTEES Minutes of the Planning Committee Meeting November 15, 2018

I. CALL TO ORDER.

The Planning Committee met in the second floor conference room on Thursday, November 15, 2018. Chair Vincent Rangel called the meeting to order at 6:05 p.m.

II. ROLL CALL.

Roll call indicated the following committee members were present: Nicholas Harkovich, Bruce Lester, Vincent Rangel, Earl Wilson, Carol Kidd.

Also Present: Holly Richards Sorensen, Roberta Johnson, Heather Imhoff, Jo Bonell, Stephanie Spetter, Michelle Meyer-Edley, Christopher Renkosiak.

III. NEW BUSINESS.

Library Director Holly Richards Sorensen explained that the Planning Committee met in July to review the draft Strategic Plan. The plan was approved by the Board of Trustees on July 19, 2018. The Committee was given a status report on goals being worked on by library staff through November 2018.

Head of Marketing and Communication Services Heather Imhoff explained the process we have put in place to assign and then track and report progress on the strategic activities of our 2018 - 2021 Strategic Plan over the next three years. She also presented a status update on activities started and completed as of November 2018

Library Director Holly Richards Sorensen reported that all departments are involved in the Strategic Plan process.

Trustee Bruce Lester asked if the library could partner with Maryville Academy and PADS to help with the needs of the homeless. Library Director Holly Richards Sorensen responded that a Volunteer Coordinator from Maryville visits the library twice a month and has met with 45 library patrons since July 2018. The Salvation Army is at the library twice a week to distribute food and drinks.

The Planning Committee will meet annually to review the Strategic Plan per the Bylaws of the Board of Trustees. The Planning Committee will report to the board on the progress of the Strategic Plan every November.

MOTION by Bruce Lester, seconded by Nick Harkovich, to adjourn the meeting. VOTE: AYES: All NAYS: None. MOTION CARRIED.

Meeting adjourned at 6:50 p.m.

Minutes prepared Carol Kidd.