



**Board of Library Trustees
Planning Committee**
Rennack-McElroy Board Room, Main Library
700 N. North Court, Palatine, IL
March 15, 2023, 7:00 p.m.

Minutes

1. Call to order

Trustee Jeff Westhoff called the meeting to order at 7:00 p.m.

2. Roll call/Trustee requests to attend meeting via electronic means

Upon roll call, Trustees Westhoff and Boland were present. Upon approval, Trustee Brauer joined the meeting via electronic means and assumed chair duties.

3. Introduction of visitors

In attendance were Executive Director Jeannie Dilger, Assistant Director Melissa Gardner, Member Services Manager Rosalie Scarpelli, Member Services Assistant Manager Karen Bollman, Technology Assistant Manager Michael Szwed, Collections Services Manager Violet Jaffe, and Trustee Bruce Jefferson.

4. Public comment

None.

5. Report on staff planning committee

Executive Director Dilger reported that formation of staff sub-committees is in progress. Four to five persons will serve each committee, representing different departments and levels.

6. Discussion of data gathering process

Members of the Staff Strategic Planning Team and the Board Planning Committee discussed goals for the new strategic planning process.

7. Discussion of outside consulting assistance

Board Planning Committee members assessed desirability of outside consulting assistance and asked Executive Director Dilger to issue a request for proposals.

8. Other business

None.


9. Date for next meeting

Wednesday, April 12, 2023 at 7 p.m. and Tuesday, April 18, 2023 at 5 p.m.


10. Adjournment

Trustee Brauer adjourned the meeting at 8:23 p.m.

Approved on: 4-18-23



Trustee



Trustee

Prepared by: Debby Brauer