**North Riverside Public Library**

2400 S. Des Plaines Avenue

## North Riverside, Illinois 60546

Minutes

Strategic Planning Committee

August 5th, 2024

1. **Open of Meeting**
   1. Call to order – Meeting was called to order by Chair Kyle Johnson at 5:31pm.
   2. Determination of quorum – Committee Members in attendance were: Kyle Johnson, John Mathias, Greg Gordon, and Annette Corgiat.
   3. Recognition of visitors to the meeting - Kathy Bonnar, Mike Bradley, Britney Musial and virtually Natalie Starosta.
   4. Approval of agenda and requested changes to agenda – Vice President Gordon made the motion to approve the agenda as stated. Motion seconded by Treasurer Mathias. All aye. Motion carried.
2. **Open Forum**

No comments.

1. **Strategic Planning**
   1. Review of previous strategic planning surveys: Chair Johnson handed out copies of the 2013, 2015 and 2019 surveys to the committee members and asked that they review those for the next meeting. He said that using the same questions from the 2019 survey would make the most sense since it would be easiest to compare prior data and measure change.
      1. There was a discussion on using an incentive for answering the surveys. But there was concern over how many people from out of the area would submit a survey. If an incentive is offered, it will be for North Riverside residents only.
      2. The committee discussed the fact that many people who answer surveys are disgruntled over some issue or another so there is the possibility not all of the feedback will be positive.
      3. The committee discussed how to reach non-users and how much it would cost to print and mail the survey and a stamped return envelop to all North Riverside households. In 2015, the last time the survey was mailed – no mailing in 2019, it cost about $2,300. Natalie will ask the current printing company for an estimate. The goal is to send the survey out in the Spring of 2025.
      4. The committee will review the previous surveys, and the current Recreation survey as well as create a calendar for the strategic planning process at the next meeting. – No date set.
   2. Work on 2025 strategic planning survey composition: No work completed. Tabled for next meeting.
2. **Adjournment**

Motion made by Chair Johnson to adjourn the meeting at 5:54pm. Motion seconded by Treasurer Mathias. All aye. Motion carried.

The Library Board meeting is scheduled for Monday, August 19th, 2024 at 6:00pm.