



STAFF REPORT

MEETING DATE: December 2, 2024

TITLE:

Library Board Workplan workshop

AGENDA ITEM SUBMITTED BY:

Bonnie Pierson, Library Director

BACKGROUND/HISTORY:

According to Article 1.04, Sec. 1.04.003 Procedures, "all advisory bodies appointed by the City Council shall develop an annual work plan to be submitted for approval to the City Council by February 1 of that year. Or, if February 1 is not a business day, the last business day before February 1. The City Council may offer suggestions or modify a work plan prior to approving it. Under this subsection, a work plan is defined as a "document that establishes and outlines an advisory body's goals for the year." The intent of such a plan is to help the City Council understand the support needed to accomplish its goals for the year. Each work plan shall consist of the following information:

- (1) Adopted City Council goals and focus areas;
- (2) Advisory body goals for the calendar year with a narrative on how those goals advance the City Council goals and focus areas;
- (3) Timeline for accomplishing the goals or objectives;
- (4) Member responsibility for each goal or objective; and
- (5) Any budgetary or staff resource impact envisioned in the advisory body goals."

ATTACHMENTS:

- Fiscal Year 2024 Library Board Workplan