

Library Advisory Board Work Plan 2024-2025

Name of Project, Goal	Benefit if completed	Subcommittee Members	Resources Needed	2024 & 2025 Measures of Success	Priority	January Update	April Update	July Update	October Update
Collaborative Speaker Series	Free educational events for community	Chair Aaron, May, Hill	Space Snacks	Participation Numbers	1	Mental Health Month Speaker Series will consist of five events on Thursdays in May at 6 p.m. Mental health professionals will lead each event.	Five events planned weekly in May, two with registration required. Next speaker series will be planned for fall.		
Expand Tween Events	More activities for grades 5-8 in community	Chair Mentzer, Hill, Nagle	Space Snacks Books	Participation Numbers	2	Middle school book discussion is planned for 6-7 p.m. on Mondays, March 18, April 15, and May 13.	Pizza was provided for 1st event. Snacks will vary in future. Planned for 3rd Monday monthly. Community engagement librarian publicizing.		

Board and Commission Work Plan Guidelines and Process

The City Council will vote on the board and commission work plans annually. Work plans are due by January each year and should consist of up to three priorities. The City Council will ask the Board or Commission Chair to present the work plan to the City Council.

- Review purpose of the Board or Commission.
- Discuss any City Council priorities for the Board or Commission.
- Discuss existing and possible projects, priorities, and goals. Order from high priority to low priorities.
- Finalize work plan for City Council review.
- Use approved work plan as a guide to focus the board and commission work throughout the term of the work plan. (Initially 1 year for 2023 and 2 years after that with updates after the first year.)
- Present report to the City Council annually and include: List of priorities, projects, and goals; Status updates; If items are not complete, include why and any other additional details to share with the Council.