

Library Advisory Board Work Plan 2024-2025

Name of Project, Goal	Collaborative Speaker Series	Expand Tween Events
Benefit	Free educational events for community	More activities for grades 5-8 in community
Subcommittee Members	Chair Aaron, May, Hill	Chair Mentzer, Hill, Nagle
Resources Needed	Space, Snacks	Space, Snacks, Books
2024-2025 Measures of Success	Participation Numbers	Participation Numbers
Priority	1	2
January Update	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.	Middle school book discussion is planned for 6-7 p.m. on Mondays, March 18, April 15, and May 13.
April Update	Five events planned weekly in May, two with registration required. Next speaker series will be planned for fall.	Pizza was provided for 1st event. Snacks will vary in future. Planned for 3rd Monday monthly. Community engagement librarian publicizing.
July Update	Mental Health Speaker Series went well. Some events were better attended than others. The committee needs to meet to plan the next series.	Community Engagement Librarian has been facilitating Tween Book Discussion. They're trying a chapter book next month, instead of the graphic novels they've been reading.
October Update		

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 (from Code of Ordinances)
 - The board shall study and make a written recommendation to the city council concerning short and long-term improvements to the city's library system, including:
 - (A) To analyze the community's library service needs including but not limited to physical space, technological requirements, staffing, and hours of operation; and
 - (B) When appropriate, generate a report outlining goals and objectives and a related plan (including timelines and cost) for implementation.
 - The board exists to promote an outstanding library program for the citizens of the city. In pursuit of this objective, it shall serve as:
 - (A) A forum for the careful consideration of policy matters related to the operation of the library system; and
 - (B) A voice for the department in the community and a voice for the community in the department; and
 - (C) An advisor to the director when requested by him/her; and
 - (D) A recommending body to the city council on matters of general department policy.
- 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.