



# WEST CHICAGO PUBLIC LIBRARY DISTRICT

**STRATEGIC PLANNING COMMITTEE  
WEST CHICAGO PUBLIC LIBRARY BOARD  
MARCH 2, 2022  
2:00 P.M. -- PROGRAM ROOM  
MEETING MINUTES**

**A. CALL TO ORDER**

*The meeting was called to order at 2:05 by Pat Weninger, Chair*

**B. ROLL CALL**

*Members present: Diane Kelsey, Omar Nunez, Ben Weseloh, Jenny Winter, and Pat Weninger.*

**C. APPROVAL OF MINUTES**

*A motion to approve the minutes of January 25, 2022, was made by Ben and seconded by Diane. Motion passed unanimously.*

**D. RECOGNITION OF PUBLIC**

*No public*

**E. PUBLIC COMMENTS**

*None*

**F. AGENDA- ADDITIONS / DELETIONS**

*None*

**G. NEW BUSINESS**

*None*

**H. COMMITTEE CHAIR REPORT:**

*In lieu of a meeting in March each committee member will check in with Ben by March 29<sup>th</sup>; if they have questions or concerns regarding their specific activities for the committee.*

## **I. OLD BUSINESS**

### **a. Report on survey responses**

*There has been a good response to the new survey questions. The survey is clear and takes only a few minutes to complete.*

### **b. Report on focus groups / dates**

*Diane sent another letter to community leaders asking for their input on the strategic plan. She has gotten many positive replies. The focus groups will be conducted remotely. Jenny will lead the groups; Jason will facilitate, and Diane will serve as secretary. They will be completed by the end of April.*

### **c. Staff input**

*Omar has begun the process of gathering staff input regarding the strategic plan. Jenny will participate in the process. Staff will review the current strategic plan and offer suggestions for the plan currently being developed. Small focus groups and individual meetings will occur throughout the next two months.*

### **d. Review of tasks / timeline for completion**

*Discussed our goal of completing the strategic plan by the June 27<sup>th</sup> board meeting. The committee feels that it is a realistic goal.*

*Tasks to be completed in March and April:*

- i. Complete the community leadership focus groups and the staff feedback focus groups by the end of April.*
- ii. Continue to gather survey information and add that to the previously gathered community responses.*
- iii. Write the final plan. Omar and Jenny will format and write throughout May / early June.*
- iv. The need for additional meetings in May and June will be discussed and determined at a later date and will depend on the progress we are making toward completion.*

**J. ADJOURNED** at 2:50