

**Brownell Library Strategic Planning Committee Meeting minutes**  
**Monday, April 29, 2024 12 PM Kolvoord Room**  
Minutes taken by Sheila Porter

Members Present: Jeanne Grant, Jess D. (community member), Karen Hergesheimer, Sheila Porter, Andy Kolovos, Dottie Bergendahl, Diane Clemens, Ann Wadsworth  
Brownell Library Staff present: Wendy Hysko, Hannah Tracy, River West

1. Agenda Changes/Deletions—none
2. Public to be Heard—none
3. Announcements—introduced Jessica D, community member joining the Committee; another community member plans to join the Committee in June
4. Minutes of Thursday, April 11, 2024—Dottie made motion to accept as written; seconded by Andy; accepted unanimously
5. Old Business  
Plan to have survey ready by May 25 (Memorial Day parade and Book sale)  
Next meetings May 14, noon, and June 4, 11:30  
Briefly reviewed 2020-2025 Strategic Plan. The Pandemic, our change from a village to a city, and changing demographics noted as significant happenings since previous Plan developed. Noted that Service Responses and Goals were met.
6. New Business: Discussion ensued about what questions to use from 2020-2025 Brownell survey and what to use from EFL survey, or do we want to start fresh? What do we need to know now in order to develop plan to address current priorities?
  - Who is using library (demographics)
  - Why do they come here
  - How do you get here
  - Barriers to coming/programs
  - Hours/availability/access
  - Facilities
  - Some open ended questions; some check-off lists
  - How does library support you and your family (safety, comfort, hours)Hannah suggested 5 overarching categories:
  - Demographics
  - Access to: Programming, Facilities, Collection
  - How does the library support you and your family?
  - Community Connection
  - Value**Next steps:** Hannah will develop google doc with 5 categories above  
Committee members will add questions under each category to use in a survey  
At May 14 meeting, Committee will decide on questions to be used in survey

Dottie moved to adjourn; Karen seconded. Meeting adjourned 1:13.

