

ALD Board of Trustees Strategic Planning Committee Report (April 2019)

Committee Members: Katie Clark (chair), Jason Capell, Cindy Cleary, Hafsa Abdus-Shakur, Cynthia Carmona, Anne Chomyn, Sharon Collins, Juanita Gutierrez, Monica Hubbard, Veronica Jones, Cherri King; Jill Barnes-Hawkins

Meetings:

Sunday, April 28th, 4-5:30pm, Bob Lucas Branch Library

I. Formation & Scope of Work

The Strategic Planning Committee is a Special Committee tasked with developing a new strategic plan for the Altadena Library District. The Board approved additional committee member Jill Barnes-Hawkins at its March meeting. The work of the SPC will be supplemented and/or facilitated by a strategic planning consultant hired by the District.

II. Strategic Planning Consultant

An RFP was issued in March for strategic planning consultants to “conduct a far-reaching and inclusive input process to inform a Strategic Plan and guide the District over the next 3-5 years.” The deadline was Wednesday, April 17th; at the time this report was prepared (4/16/19), five submissions had been received.

Proposals are scheduled for review by the committee chair and the Interim Director on Friday afternoon, and the Board will have received the results of that review prior to this meeting.

III. Upcoming Meeting

The next meeting of the full SPC is scheduled for Sunday, April 28th; an agenda will be posted online and publicly. (A draft agenda is attached to this report for discussion.)

IV. Recommendations

The Chair recommends the following action:

That the Board authorize the Chair and the Interim Director to hire a Strategic Planning Consultant on behalf of the District.

Report prepared by:
Katie Clark, Strategic Planning Committee Chair

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“The Altadena Library District is dedicated to providing free and equal access to information, ideas, technology and the joy of reading to educate and empower our diverse community.”

Strategic Planning Committee Meeting | AGENDA

Altadena Library District Bob Lucas Branch – Sunday, April 28th, 2019 – 4:00-5:30 p.m.

- 1. Call to Order**
- 2. Open Session**
 - a. Roll Call
 - b. Approval/Reordering of Agenda Items
 - c. Adoption of Agenda
 - d. Public Comment on Non-Agenda Items
- 3. Update on Strategic Planning Process (informational)**
 - a. Results of members’ conversations with their networks
 - b. Strategic Planning Consultant process
- 5. ALD Core Values & Mission (discussion)**
- 6. Future Agenda Items & Scheduling**
- 7. Adjournment**

ACCESSIBILITY: In compliance with the Americans with Disability Act, if you need special assistance to participate in the meeting, please contact Kylynn Chaney at (626) 798-0833 x118 at least 48 hours prior to the meeting so the Altadena Library District may make reasonable arrangements to ensure accessibility to the meeting.

PUBLIC COMMENT & PARTICIPATION: This meeting is open to the public, and individuals may address the committee regarding any item of committee business on or not on the agenda. Comments are limited to 3 minutes per item. At the discretion of the Committee Chair, individuals may be allowed a longer presentation. While all comments are welcome, the Brown Act does not allow the committee to take action on any item not on the agenda. If speaking before the committee, please give your name and state the agenda item and/or issue you wish to address. Thank you for your interest and participation in this process.

PUBLIC REQUESTS FOR DOCUMENTS: The District provides a public inspection copy of all materials included in the agenda packet distributed to committee members. Members of the public who wish to obtain a copy of any document may do so by completing a Request for Public Document form and submitting it to Administration who will arrange for the documents to be copied at a charge of 15¢ per page. Request forms are available at the District Administration offices.