

ALD Board of Trustees Strategic Planning Committee Report (May 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 work of the SPC will be supplemented and/or facilitated by a strategic planning consultant hired by the District.

II. Strategic Planning Consultant

After discussion with the full Board at the April meeting, it was determined that four potential firms/individuals (Margaret Sullivan Studios, Joseph Matthews, Leading Change Consulting, and Rauch Communications) merited further consideration. Those options were discussed with the Strategic Planning Committee, and a very robust and interesting conversation took place. The consensus that emerged was threefold:

- (1) That library experience was absolutely vital;
- (2) That experience in facilities and libraries could be a real asset or could represent a single point of failure; and
- (3) That operating within the District's budget and vision was essential.

The Interim Director and the Chair noted members' observations and comments, and have scheduled Skype interviews with all four candidates to further investigate their proposals, plans, timelines, budgets, and experience.

III. Committee Members' Reports

Committee members had been asked to reach out to their friends, neighbors, and networks to ask questions about the Altadena Library District, and peoples' experiences with it. Their reports were comprehensive and interesting, including identifying the following as needs/desires:

- Discontinuing the answering service (*NB: this has already been accomplished*)
- ADA access at the Main Library
- Afterschool programming for kids with special needs, especially K+ children
- Safe streets programming at Bob Lucas
- Outreach to senior facilities
- Libraries that are open at night
- Bilingual employees at both libraries all the time
- Science programming
- Quiet zones/times
- Continuing the emphasis on the library as a community gathering center
- Developing a better presence on the west side of town
- Potentially funding a news outlet/news project
- More community events and speakers
- Better PR and communication to the community
- More relevant and timely events (linked to current events/popular culture events)
- A bridge group/card group/family game night
- Chamber music program/music programming generally
- Art classes and art history speakers
- More transparency
- Innovative services that help diverse communities
- Afterschool homework help (especially for math) and summer activities
- Services informing and making Spanish speaking parents more welcome at the Main Library

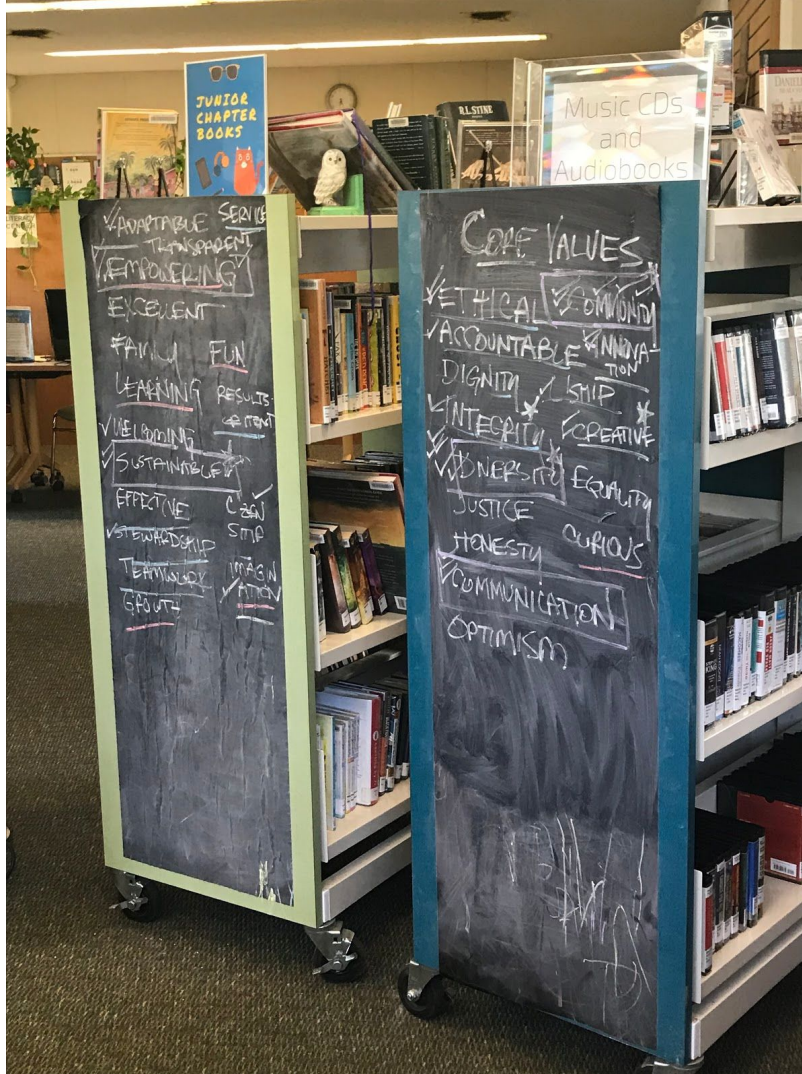
IV. Core Values

The Committee undertook an exercise (handout attached) to examine core values, in an effort to investigate what values ought to underlie not just this strategic planning process, but our vision for the District more broadly. The

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exercise was designed to organically seek common ground, and to avoid imposing a set of assumptions or expectations.



After compiling all the contributions from committee members and discussing how they intersected, overlapped, and impacted each other, the group came to an agreement around the following core values:

- **Community**
- **Integrity**
- **Diversity**
- **Creativity**
- **Innovation**
- **Sustainability**

These values will continue to guide the Strategic Planning Committee in its actions, deliberations, and considerations, and are offered to the Board as a critical representation of the values of the community we serve.

V. Recommendations

The Committee has no action to recommend at this time.

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.

Katie Clark (chair), Jason Capell, Cindy Cleary, Hafsa Abdus-Shakur, Cynthia Carmona, Anne Chomyn, Sharon Collins, Monica Hubbard, Veronica Jones, Jill Barnes-Hawkins

- 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.*

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Identifying Our District's Values

“Lasting change is a series of compromises. And compromise is all right, as long as your values don't change.”

- Jane Goodall

Our core values arise from our community, and from the people in our organization. They form an ethical foundation for the Altadena Library District, and help guide decisions and behavior.

Most people will believe in positive values - after all, rare is the person opposed to honesty, responsibility, or integrity. What is critical is to identify values that we, as a community, can believe in, commit to, and stand behind, especially in difficult situations or when there is a risk in so doing.

Values might be *discerned* (what are those things that you believe?) and they might also be thought of as *developed* (what are those things that we want to promote or build in our community)?

EXERCISE

You have in front of you a set of 78 different value options. All of them are positive, and important, and there are no wrong answers. Our tasks today are:

- (1) To sort through our own set of beliefs individually on what values are most important for the Altadena Library District; and
- (2) To come to some consensus around a shared set of values that can help guide future decision-making, planning, behavior, choices, and prioritization.

STEP ONE

Sort through the stack of value cards and sort them into two piles: one pile should be values that you believe are absolutely essential to our organization, and the other pile should be values that are less critical, or repetitive, or not applicable.

STEP TWO

Narrow down your essential pile to the top 35.

Then to the top 25.

Then to the top 15.

And finally, to the 7 most important values that you think the District simply cannot do without. These are deal-breakers for you - the kinds of things that, if contravened, would represent a serious moral issue.

STEP THREE

We'll assemble a survey of everyone's values and see where we find consensus.