

- Overview
 - Create a committee consisting of staff, trustees, Director, Friends members – steering committee (my role)
 - Environment Assessment
 - Internal and external assessment
 - 25 questions
 - In house paper surveys - \$2500
 - Mail survey for the community - \$2500-3000
 - Mailing is additional cost
 - Trustees and staff survey - >\$2000
 - Reach out to stakeholders in community
 - Focus group – 2 hour of 12 people - \$750
 - Interview – 15 people - \$2800
 - Future Search Summit
 - 8:30 am – 4 pm
 - Key stakeholders get together – staff, invited guests, trustees
 - Day long intensive review of data collected
 - No attempt to finalize; just explore ideas
 - Synthesize themes and see patterns emerge
 - 65-75 people
 - \$2000 + Lunch and snacks
 - Meet with steering committee to develop a plan
 - Determine specific initiatives
 - Steering committee would frame out areas and create working groups for those initiatives
 - \$125/hour
 - Work groups would detail out and define their specific areas
 - Make recommendations to steering committee
 - Steering committee takes work group recommendations and writes strategic plan to submit to Long Range Planning Committee and then Board
 - 4 – 9 month process
 - Russel would compile and synthesize data from any element they would take on
 - Hard to start before July/August – Russel
 - Whose voices do you want to include in the process? - Russel
- Russel minimum recommendations:
 - Library trustee and staff survey
 - Future Search Summit
 - Add-Ons if money
 - Patron Satisfaction
 - Community Survey
 - Focus group and interviews