

**STRATEGIC PLAN TASKS (ANNOTATED): 2016**

<b>TASK</b>	<b>LAB MEMBERS</b>	<b>STAFF</b>	<b>INFORMATION NEEDED</b>	<b>TIMELINE</b>	<b>DISPOSITION</b>
1.Mission moment topic	Lucy	MJ		Sept	Done
2.Set data goals/indicators to inform work	Jon, Kirk	MJ	Current data collected	July	Outcomes most difficult, “what does success look like?” Suggestions :# programs, electric checkouts, etc. Stories of lives touched.
3.Develop Assembly, Community council and Mayoral topic for future presentations	Jon	MJ	Determine from Schuute possibilities, TBD priority community councils	August	Need monthly data for this.
4.One sheet talking points to use with community councils	Lucy	Sherri, Annie Reeves	Work with staff to include priorities	August	Done
5.Review budget	David	MJ	Priorities from staff	June and July	Done
6.Rotate LAB meeting locations		MJ		Ongoing	Done
7.Review policies	Lucy, Lupe	MJ	Present a new policy each month to LAB, including staff recommendations for update	September	Done (Lucy has the punch list).
8.Increase communication with other Friends/Foundation leading to a unified voice	David, Lucy		Strategic plans for each group, including Library’s short and long term plans		Done (Friends and Foundation mtg)
9.Locate a student member	Tanya			August	Done – Quincy will help us recruit others
10.Recruit ad hoc JBER member	Nancy		MJ for coordination		Nancy will.
11.Presentation to Assembly for Long Range plan		MJ	Guidance Chris Schutte	Late summer	Done
12.Review Municipal code for LAB duties and description, including a rewrite	Cristy, Lupe	MJ	MJ coordination	Oct planning for Dec implementation?	Move action to Dec. mtg. MJ will provide existing code; CW will gather other codes—bring to Oct mtg.
13.Succession for Board	All Board submit total of 5 names and discuss responsibilities with prospective member		Process of citizen placement on Advisory Board from city website	August	Oct mtg: suggestions for Lucy’s posit – downtown resident, retiree, military. Also elect V Chair.
14.Develop Long Range Plan communication strategy	?	MJ/Chris Schutte		Oct planning for Jan implementation	Need communication person to get out msg.