

**Goddard Public Library Board Meeting Agenda
December 9, 2019 @ 7:05 pm**

1. Roll Call
2. Approval of Agenda
3. Minutes of Regular Meeting November 11, 2019
4. Correspondence and communications
5. Director's Report
 - a. Circulation Report
6. Financial Report
7. Old Business
 - a. Friends/Foundation update – next meeting is December 10 @ 6pm
 - b. Approve all changes to Policy and Procedure manual
 - c. Insurance on contents of building
 - d. Programming Committee meeting January 15 @ 5pm
 - e. Update on 50 year celebration
 - f. Update on Strategic Plan
8. New Business
 - a. Strategic Planning ideas 2020
9. Executive Session
10. As may be presented

*Next meeting is January 13, 2019.

PLEASE CALL THE LIBRARY 794-8771 IF YOU CANNOT ATTEND

OR E-MAIL: director@goddardlibrary.com

LIBRARY BOARD MEETING MINUTES

November 11, 2019

7:05 P.M.

1. **Roll Call** – April Hernandez, Frank Petsche, Lisa Stoller, Alexis Vincent, Becky Phillips, Lisa Coyne, Lisa Fouts, Sherry Lauer, and Margo Rakes. Vickie Luthi and Tamera Judd were not present. Guest was Elle Taylor, a young lady interested in painting a mural.

2. **Approval of Agenda** – After the date was changed from November 14, 2019 to November 11, 2019, Frank Petsche motioned to approve the agenda. Becky Phillips seconded the motion. Motion approved 9 – 0.

3. **Minutes of Regular Meeting October 14, 2019** – Lisa Stoller motioned to approve the minutes. Becky Phillips seconded the motion. Motion approved 8 – 0. Alexis Vincent abstained from the vote as she was not present at the October 14, 2019 meeting.

4. **Correspondence and Communications** – April met with Matt Lawn, CFO of the City of Goddard, for a 3 P's meeting. The City is giving \$25,000 to April Hernandez to offset her salary.

5. **Frank Comments** – What does a board do? Frank wants everyone to be acting president, if they want. Frank wants all board members to be a part of the board, not a nothing doer. Frank thinks board members should not get off track during a meeting. Frank would like the evaluation of the Library Director to be completed by all board members by the December meeting. The committee to evaluate the evaluations consists of Frank Petsche, Lisa Coyne, Lisa Stoller, and Lisa Fouts. Becky Phillips announced she was resigning from the Library Board.

6. Director's Report – Refer to Director's Report for November 2019 submitted by April Hernandez.

a. **Circulation Report** – Total books checked out was up about 200 in October over September.

GUEST – Elle Taylor, a graduate from Goddard, came to our board meeting to discuss painting a mural in the teen section of the library. Her mom is Eva Taylor. She likes working with Acrylic paints, and will do some sketches and submit them to April. We thanked our guest for coming to our meeting.

7. Financial Report – We reviewed pages 8 and 9 of the board packet. Alexis Vincent motioned to approve the Financial Report. Lisa Stoller seconded the motion. Motion approved 9 – 0.

a. **Book Sales** – Total profit to date for book sales is \$447.02.

b. **Grants Received** – The library will receive a \$255 check from the SC Kansas Library Association. An Automation Grant for a new firewall is \$699.

8. Old Business – The library will receive \$147,000.00 next year from the City of Goddard.

a. **Friends/Foundation update** – Erinn Bock is the new president. Frank stated the Lions Club will give the Friends/Foundation \$500. Next meeting is December 10, 2019.

b. **Updates to policy manual** – Collection Development policy – The board reviewed this section of the policy manual, 14 pages, and made the necessary corrections and changes. We discussed checking out videos to minors. With an update, parents can opt out of their kids checking out videos. April will get a "No Guns Allowed" sign to post at the entrance to the library.

c. **Update on 50 year celebration** – December 7, 2019 – Tree lighting will be at Linear Park. Hot chocolate and cookies at the Library as well as Santa during the Open House. Goddard Woman’s Club will provide the cookies and show their addition to the children’s section of the library.

d. **Update on Strategic Plan** – By summer will have met everything on the plan, except the coffee shop.

9. New Business

a. **T-Shirt ad on Eisenhower shirts** – Homecoming shirts will have Library advertising at a cost of \$250.

b. **Insurance on contents of building** – April submitted an Inventory of Library components for insurance consisting of computers, chairs, tables, shelves, medical equipment, computer equipment, and materials totaling \$487,287.00. The City of Goddard’s insurance only covers items up to \$330,000.00. April will contact the City to increase the insurance coverage.

10. **As may be presented** – Programming Meeting in January, 2020. Will decide on a day for that meeting at the December board meeting.

11. **Adjournment** – Alexis Vincent motioned to adjourn the meeting at 8:35 p.m. Lisa Stoller seconded the motion. Motion passed 9 – 0.

The above minutes are a draft copy of the minutes. Minutes must be approved by a quorum of the Goddard Public Library Board at the next meeting.

Submitted by Sherry Lauer

GODDARD PUBLIC LIBRARY
November 2019

CHECK OUT SUMMARY	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	2019	2018	2017
Non-fiction	218	169	176	180	355	177	277	107	125	157	164		2105		
Fiction	513	525	587	543	656	647	718	817	669	784	551		7010		
Periodicals	60	64	58	52	53	60	121	123	150	186	47		974		
Audio Books	17	19	28	43	61	60	48	53	77	78	56		540		
Videos/ DVD	201	224	266	234	241	259	295	179	128	205	147		2379		

JUVENILE

Non-fiction	186	265	316	273	360	952	699	387	261	312	359		4370		
Fiction	698	1053	1319	1278	999	2985	3532	1754	1397	1303	1366		17684		
Periodicals	6	37	49	11	13	34	28	16	3	9	6		212		
Videos/ DVD	65	89	85	104	144	167	206	103	75	84	113		1235		
Audio	2	4	5	11	8	5	8	4	11	2	5		65		
Other															
TOTAL	1966	2449	2889	2729	2890	5346	5932	3543	2896	3120	2814	0	36574	44326	34516

Computer	405	355	419	443	399	398	470	500	399	466	377		4631	3988	3012
Wireless	187	121	115	103	152	136	144	147	159	179	181		1624	1565	1232
													6255	5553	4244

Reference Question	123	195	196	137	231	213	280	259	190	283	268		2375	1860	1489
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INTERLIBRARY LOAN


Books Loaned	28	23	14	62	53	36	29	29	38	34	32		378	466	388
Unfilled	0	0	2	0	0	0	0	1	0	2	2		7	0	0
Books Borrowed	50	53	70	73	73	104	75	67	57	73	53		748	793	572
Unfilled	0	0	7	0	0	0	0	0	0	0	1		8	2	0

NEW LIBRARY CARDS	27	16	18	26	57	73	38	29	21	24	31		360	404	462
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MATERIALS ADDED

Adult	52	65	41	34	62	66	89	96	59	63	70		697	1093	1256
Juvenile	101	143	28	47	53	55	55	81	45	36	83		727	993	1496
TOTAL	153	208	69	81	115	121	144	177	104	99	153	0	1424	2086	2752

LIBRARY ATTENDANCE	1255	1131	1404	1576	2418	3380	3361	2146	1518	2100	1776		22065	19195	16985
Children	78	162	276	419	181	706	751	43	329	274	134		3353	3214	2338
Other			15							159	24		198	909	255
TOTAL	1333	1293	1695	1995	2599	4086	4112	2189	1847	2533	1934	0	25616	23318	19578


April Hernandez
DIRECTOR

ATTENDANCE

	J	F	M	A	M	J	J	A	S	O	N	D		
Vickie Luthi	+	+	+	+	+	+	+	+	+	EX	EX		2	2023
Alexis Vincent	+	+	+	+	+	+	+	+	+	EX	+		2	2020
Lisa Fouts	+	+	+	+	+	ex	+	+	+	+	+		1	2020
Becky Phillips	+	ex	+	ex	+	+	+	+	+	+	+		2	2021
Frank Petsche	ex	+	+	+	ex	+	+	+	+	+	+		1	2021
Lisa Coyne						+	+	+	+	+	+		finish	2022
Tamera Judd						+	+	+	+	LI	AB		1	2023
Margo Rakes						+	EX	+	+	+	+		1	2025
Lisa Stoller						+	+	+	+	+	+		1	2023
Sherry Lauer								+	+	+	+		1	2023
April Hernandez				+	+	+	+	+	+	+	+			

EX- excused

EO- early out

LI- late in

CA- cancelled

AB- Absent

1	A		B		C		D		E		F		G		H		I		J		K		L		M		N		O	
	Month	Adult Books	J Books	YA Books	Adult Books	Adult Movies	J Movies	Adult Audio	J Audio	Sunflower	RBDigital	Cloud Library	RBDigital Mags	Magazines	new ebook users	Total Checkouts														
2	January	791	817	67	201	65	17	2	0	195	11	6	66	0	238															
3	February	694	1215	103	224	89	19	4	0	182	11	11	155	0	2707															
4	March	763	1526	109	266	85	28	5	0	197	13	2	179	0	3173															
5	April	723	1434	117	234	104	43	11	0	193	6	20	63	0	2948															
6	May	1011	1359	217	241	144	61	8	15	183	18	6	68	13	3344															
7	June	824	3876	236	259	187	60	5	76	193	19	2	94	7	5811															
8	July	995	3952	280	295	206	48	8	125	189	25	2	149	15	6289															
9	August	988	1971	170	179	103	53	4	142	195	18	13	139	7	3975															
10	September	820	1547	123	151	78	51	11	149	179	12	12	153	7	3274															
11	October	941	1445	170	205	84	78	2	130	214	9	9	195	7	3473															
12	November	715	1617	108	147	113	56	5	108	184	7	7	53	4	3113															
13	December														0															
14		9285	20759	1633	2402	1238	514	65	745	2104	149	62	1314	60	40345															
15																														

6

	A	B	C	D	E	F	G	H	I	J	K	L
1	GPL	(B) ACTUAL JANUARY	(C) ACTUAL FEB.	(D) ACTUAL MARCH	(E) ACTUAL APRIL	(F) ACTUAL MAY	(G) ACTUAL JUNE	(H) ACTUAL JULY	(I) ACTUAL AUGUST	(J) ACTUAL SEPT.	(K) ACTUAL OCT.	(L) ACTUAL NOV.
2	BUDGET REPORT											
3	11/30/2019											
4												
5	MONTH:											
6	11											
7	COLUMN:											
8	L											
9												
10	(A) CATEGORY	(B) ACTUAL JANUARY	(C) ACTUAL FEB.	(D) ACTUAL MARCH	(E) ACTUAL APRIL	(F) ACTUAL MAY	(G) ACTUAL JUNE	(H) ACTUAL JULY	(I) ACTUAL AUGUST	(J) ACTUAL SEPT.	(K) ACTUAL OCT.	(L) ACTUAL NOV.
11												
12												
13												
14												
15												
16	Accounting	\$90.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
17	Automation/Internet	\$139.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
18	Maintenance	\$67.09	\$0.00	\$0.00	\$56.95	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
19	Misc.	\$31.00	\$0.00	\$0.00	\$28.82	\$0.00	\$0.00	\$0.00	\$376.24	\$0.00	\$0.00	\$0.00
20	Supplies	\$3,562.33	\$0.00	\$72.20	\$432.53	\$461.12	\$375.04	\$639.75	\$612.26	\$647.21	\$659.41	\$756.15
21	Utilities/Telephone	\$895.06	\$590.71	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
22	Materials	\$2,064.01	\$640.03	\$575.82	\$3,668.91	\$4,613.69	\$1,927.23	\$2,179.70	\$1,011.42	\$1,501.83	\$1,759.21	\$2,558.85
23	Community Relations	\$78.60	\$0.00	\$78.38	\$77.95	\$345.70	\$0.00	\$69.73	\$159.07	\$0.00	\$67.38	\$309.44
24	Programming	\$398.11	\$127.36	\$67.94	\$59.28	\$53.21	\$140.46	\$132.46	\$0.00	\$18.55	\$285.01	\$114.50
25	Technology											
26	Continuing Education	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$255.00	\$0.00	\$0.00
27	Licensing											
28	Memberships	\$368.00	\$0.00	\$0.00	\$0.00	\$125.00	\$27.50	\$209.00	\$0.00	\$0.00	\$0.00	\$0.00
29	Mileage/Meals	\$0.00	\$0.00	\$0.00	\$0.00	\$163.14	\$0.00	\$180.55	\$396.64	\$10.00	\$397.34	\$0.00
30	Postage	\$1,172.02	\$3.59	\$3.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2.61	\$60.22
31	Capital Improvement	\$0.00	\$0.00	\$0.00	\$0.00	\$1,368.39	\$0.00	\$2,500.21	\$11.70	\$2,105.46	\$0.00	\$0.00
32	Board Insurance/Bond											
33	Director Health Benefit	\$0.00	\$0.00	\$0.00	\$0.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00	\$500.00
34	Payroll Taxes	\$1,207.75	\$1,058.86	\$1,101.00	\$1,324.56	\$1,936.62	\$2,101.23	\$1,944.99	\$1,711.36	\$1,671.93	\$1,549.29	\$1,517.75
35	Retirement	\$223.97	\$512.27	\$225.26	\$612.02	\$868.18	\$851.16	\$852.77	\$918.61	\$887.62	\$906.21	\$900.01
36	Salaries	\$4,981.98	\$4,125.61	\$4,458.47	\$5,474.16	\$7,037.49	\$7,495.58	\$7,726.98	\$7,027.39	\$6,486.61	\$6,655.84	\$6,541.05
37	Workman's Comp	\$234.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
38	Unemployment	\$19.99	\$0.00	\$0.00	\$15.99	\$0.00	\$0.00	\$24.38	\$0.00	\$0.00	\$26.05	\$0.00
39												
40		\$15,533.86	\$7,058.43	\$6,582.17	\$11,722.35	\$17,501.36	\$13,418.20	\$16,960.52	\$12,724.69	\$14,084.21	\$12,808.35	\$13,257.97
41												
42												
43												
44												

	M	N	O	P	Q	R	S	T
	ACTUAL	MONTHLY	MONTHLY	Y-T-D	Y-T-D	Y-T-D	ANNUAL	ANNUAL
	DEC.	BUDGET	DIFFERENCE	ACTUAL	BUDGET	DIFFERENCE	BUDGET	DIFFERENCE
	(S / 12)	(N-Current Mo.)	(N-Current Mo.)	(Sum B...M)	(S x no. of months/12)	(Q - P)	(S - P)	(S - P)
1								
2								
3								
4								
5								
6								
7								
8								
9								
10	(M)	(N)	(O)	(P)	(Q)	(R)	(S)	(T)
11	ACTUAL	MONTHLY	MONTHLY	Y-T-D	Y-T-D	Y-T-D	ANNUAL	ANNUAL
12	DEC.	BUDGET	DIFFERENCE	ACTUAL	BUDGET	DIFFERENCE	BUDGET	DIFFERENCE
13		(S / 12)	(N-Current Mo.)	(Sum B...M)	(S x no. of months/12)	(Q - P)	(S - P)	(S - P)
14								
15								
16		\$0.00	\$0.00	\$90.00	\$90.00	\$0.00	\$90.00	\$0.00
17		\$0.00	\$0.00	\$139.95	\$139.95	\$0.00	\$139.95	\$0.00
18		\$0.00	\$0.00	\$124.04	\$124.04	\$0.00	\$124.04	\$0.00
19		\$41.67	\$41.67	\$436.06	\$458.37	\$22.31	\$500.00	\$63.94
20		\$291.67	-\$464.48	\$8,218.00	\$3,208.37	-\$5,009.63	\$500.00	-\$7,718.00
21		\$0.00	\$0.00	\$1,485.77	\$1,485.77	\$0.00	\$3,500.00	\$2,014.23
22		\$2,185.17	-\$373.68	\$22,500.70	\$24,036.87	\$1,536.17	\$1,600.00	-\$20,900.70
23		\$83.33	-\$226.11	\$1,186.25	\$916.63	-\$269.62	\$26,222.00	\$25,035.75
24		\$437.50	\$323.00	\$1,396.88	\$4,812.50	\$3,415.62	\$1,000.00	-\$396.88
25		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$5,250.00	\$5,250.00
26		\$0.00	\$0.00	\$255.00	\$0.00	-\$255.00	\$250.00	-\$5.00
27		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		\$0.00
28		\$41.67	\$41.67	\$729.50	\$458.37	-\$271.13	\$291.69	-\$437.81
29		\$25.00	\$25.00	\$1,147.67	\$275.00	-\$872.67	\$500.00	-\$647.67
30		\$145.83	\$85.61	\$1,241.54	\$1,604.13	\$362.59	\$300.00	-\$941.54
31		\$500.00	\$500.00	\$5,985.76	\$5,500.00	-\$485.76	\$6,000.00	\$14.24
32		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
33		\$500.00	\$0.00	\$3,500.00	\$3,500.00	\$0.00	\$4,000.00	\$500.00
34		\$1,630.00	\$112.25	\$17,125.34	\$17,930.00	\$804.66	\$19,560.00	\$2,434.66
35		\$895.83	-\$4.18	\$7,758.08	\$9,854.13	\$2,096.05	\$10,750.00	\$2,991.92
36		\$6,543.33	\$2.28	\$68,011.16	\$71,976.63	\$3,965.47	\$78,520.00	\$10,508.84
37		\$31.25	\$31.25	\$234.00	\$343.75	\$109.75	\$1,670.00	\$1,436.00
38		\$8.33	\$8.83	\$86.41	\$91.63	\$5.22	\$375.00	\$288.59
39								
40	\$0.00							
41								
42								
43		\$13,360.58	\$103.11	\$141,652.11	\$146,806.14	\$5,154.03	\$161,142.68	\$19,490.57
44				\$141,652.11		\$5,154.03		\$19,490.57

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Goddard Public Library
Reconciliation Summary
Bank Checking Account, Period Ending 12/02/2019

	<u>Dec 2, 19</u>
Beginning Balance	59,656.56
Cleared Transactions	
Checks and Payments - 29 Items	-14,579.56
Deposits and Credits - 8 Items	1,848.95
Total Cleared Transactions	<u>-12,730.61</u>
Cleared Balance	<u>46,925.95</u>
Uncleared Transactions	
Checks and Payments - 11 Items	-2,220.64
Deposits and Credits - 1 Item	15.00
Total Uncleared Transactions	<u>-2,205.64</u>
Register Balance as of 12/02/2019	<u>44,720.31</u>
New Transactions	
Checks and Payments - 1 item	-547.74
Total New Transactions	<u>-547.74</u>
Ending Balance	<u>44,172.57</u>

Goddard Public Library Reconciliation Detail

Bank Checking Account, Period Ending 12/02/2019

Type	Date	Num	Name	Clr	Amount	Balance
Deposits and Credits - 1 item						
Deposit	08/27/2019				15.00	15.00
Total Deposits and Credits					<u>15.00</u>	<u>15.00</u>
Total Uncleared Transactions					<u>-2,205.64</u>	<u>-2,205.64</u>
Register Balance as of 12/02/2019					-14,936.25	44,720.31
New Transactions						
Checks and Payments - 1 item						
Check	12/03/2019	nov17	Blue Cross Blue Shi...		-547.74	-547.74
Total Checks and Payments					<u>-547.74</u>	<u>-547.74</u>
Total New Transactions					<u>-547.74</u>	<u>-547.74</u>
Ending Balance					<u><u>-15,483.99</u></u>	<u><u>44,172.57</u></u>

10

Goddard Public Library Reconciliation Detail

Capital Improvement, Period Ending 12/02/2019

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						27,948.29
Cleared Transactions						
Deposits and Credits - 1 Item						
Deposit	12/01/2019			X	3.56	3.56
Total Deposits and Credits					3.56	3.56
Total Cleared Transactions					3.56	3.56
Cleared Balance					3.56	27,951.85
Register Balance as of 12/02/2019					3.56	27,951.85
Ending Balance					3.56	27,951.85

April Hernandez

From: austin <austin@rennandcompany.com>
Sent: Tuesday, December 3, 2019 2:44 PM
To: April Hernandez
Subject: RE: insurance on library building

April,

Good afternoon, it looks like we increased the limits to \$500,000 on 11/13/2019. Hope this helps. Please let us know if you need anything else.

Thanks,

Austin G. Renn, CIC, CISR, AFIS
Renn & Company, Inc.
Insurance - Since 1933
209 S. Washington
Wellington, Ks 67152
www.rennandcompany.com

Cell (620)440-2831
Office (620)326-2271

From: April Hernandez [mailto:director@goddardlibrary.com]
Sent: Tuesday, December 03, 2019 2:33 PM
To: austin <austin@rennandcompany.com>
Subject: insurance on library building

Austin,
I thought I would check and see what the city decided about the insurance on the contents of the building? Are they going to increase it or leave it the same? Thanks,

April D Hernandez, Director
Goddard Public Library
goddardlibrary.com

Winter Storytime 2020

January

6th-Winter-The Mitten	Janine/Lisa
13th-Penguins	Paul
20th-Snow	Carrie
27th-Kansas Day!	Diana

February

3rd-Grandhog Day	Janine/Lisa
10th-Valentine's Day	Paul
17th-Bears	Diana
24th-Five Senses	Diana

March

2 nd -Dr. Seuss	Janine/Lisa
16th- St. Patrick's Day	Carrie
23 rd -Space	Paul
30 th - Weather	Diana

April

6th-Spring	Janine/Lisa
13 th -Bunnies	Carrie
20th-Bugs	Paul
27th-Ocean	Diana

May

4th-Zoo	Janine/Lisa
11th-Camping/Picnics	Paul
18th-Pete the Cat	Diana
25 th -No Story Time	

Goddard Public Programing And Outreach
January 2020-December 2020

January

1. Launch Fitness Friday's
-3th Friday of every month
-Yoga
-Blood Pressure checks
2. Wine and color January 11th
3. Trivia Night TBA

February

1. Wine And Color February 8th
2. 22nd-Health Fair with Chamber
3. Fitness Friday February 21st

March

1. March Madness Book Challenge
2. Read Across America
-Goddard Woman's Club Dr. Seuss Event Monday, March 2nd
3. Wine and Color March 14th
4. Tanganyika Wednesday, March 18th
5. Fitness Friday March 20th

April

1. National Library Week Monday, April 20th-24th
-Appreciation Baskets to school librarians
2. Wine and Color April 11th
3. Fitness Friday April 17th
4. Neighbor United April 25th

May

1. Chamber Disc Golf Tournament
2. Fitness Friday May 15th
3. Champs Camp begins May 26th
4. Summer Reading Program Kick-off May 28th
-Puppet Ladies
-Photo booth
-Balloon artist
-Plunko Board

- Summer Projects
- Storybook walks
 - Fairy Garden

June

1. Every Wednesday TAB Event or Children's event 10-2
2. Coding 1st/3rd Friday's
3. Bingo Thursday, June 4th
4. Jay & Leslie June 8th
5. Fitness Friday June 19th
6. Wine and Color June 13th
8. Tanganyika June 18th
5. JoHo Storyteller June 25th

July

1. Every Wednesday TAB or Children's event 10-2
2. Coding 1st/3rd Friday's
3. Bingo July 6th
4. Wine and Color July 11th
5. Fitness Friday July 17th
6. Will Parker July 13th
7. Sugar Free Allstars July 23rd

August

1. End of Summer Reading Party August 6th
-Bingo
-Hotdogs
2. Wine and Color August 8th
3. Fitness Friday August 21st

Needs/Wants

1. Makerspace Cart
2. Cozy Chairs for Children's area (for children
3. New Audio Equipment
3. Cart for Dove/Medical Lodge outreach

A. Timeline Scorecards

GOAL 1: Create a welcoming library environment that facilitates literacy and meets the educational and informational needs of the community.

OBJECTIVES:

- Maximize library space and expand when necessary to meet needs of the community.
- Excel in fulfilling the traditional functions of a public library by providing literacy, educational and informational material in a more inviting environment.

Strategy	Lead	Year 1	Year 2	Year 3	Year 4
Complete a full study of current library facilities considering a possible new facility option and assess the feasibility of the space expansions or constructing a new facility.	City of Goddard, Library Board, Library Director & Staff	█			
Build partnerships with USD 265 to facilitate programing in school facilities.	Puppet Lady Group, Library Board, Library Director & Staff	█	█	█	█
Create a Friends of the Library, Foundation, or other 501(c)(3) fundraising organization to raise additional funds to support capital improvements or programming.	Goddard Women's Club, Library Board, Library Director & Staff	█			
Identify potential corporate sponsorship opportunities to improve existing space focusing on flexible use and inviting atmosphere.	Goddard Chamber of Commerce Board & Director, Library Board, Library Director & Staff		█	█	
Identify potential opportunities to utilize other locations in the community to provide pop-up programming or satellite locations, focusing on population centers with low utilization rates.	Library Director & Staff	█			

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GOAL 2: Build strategic collaborations to foster community engagement and create a “community hub” for activities.

OBJECTIVES:

- Increase relevance of GPL as a gathering point for the community at-large.
- Increase the activity and programming provided by the library at their location to build more community engagement.

Strategy	Lead	Year 1	Year 2	Year 3	Year 4
Partner with providers to host community focused programming at the library location.	Potential Friends of the Library, Existing Volunteers, Goddard Women's Group, Library Director & Staff				
Develop a local coffee shop concept utilizing a volunteer group of Friends of the Library fundraising to facilitate.	Library Director & Staff				

GOAL 3: Provide multi-generational library services and resources in equitable and inclusive ways.

OBJECTIVES:

- Increase the number of programs that engage multiple age brackets and encourage multi-generational interaction.
- Increase the ability of under-served populations to engage with the library by expanding digital services and available technology.

Strategy	Lead	Year 1	Year 2	Year 3	Year 4
Utilize free online curriculum or resources to offer programming or other technology-based courses for lifelong learners.	Library Director & Staff				
Adopt STEM related curriculum for children's programming with age appropriate materials and pair with volunteer mentors.	Library Director & Staff				
Explore potential programming that pairs seniors and children	Retired Teachers Group, Library Director & Staff				
Explore potential programming specifically for people with disabilities.	Retired Teachers Group, Library Director & Staff				

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GOAL 4: Develop technology resources to facilitate community use and discovery of library resources and services.

OBJECTIVES:

- Expand available materials and services by utilizing free or low cost existing resources to meet community needs.
- Prioritize identified technology desired by the community to make strategic, intentional investments for the library.

Strategy	Lead	Year 1	Year 2	Year 3	Year 4
Research grant and funding opportunities to further build technology assets available at the GPL.	Library Director & Staff				
Explore partnership opportunities with educational institutions to expand available technology assets.	Library Director & Staff				
Build the digital collection by connecting patrons with available electronic resources and technology.	Library Board, Library Director & Staff				

GOAL 5: Build a flexible organization that is responsive to changing community wants and needs.

OBJECTIVES:

- Increase community awareness of the library through intentional promotions geared to meeting community needs.
- Adopt organizational norms that encourage community feedback and incorporate feedback in operations and programming.
- Adopt operational expectations that prioritize library board and staff member's development and encourages advocacy for the GPL's vision and mission.

Strategy	Lead	Year 1	Year 2	Year 3	Year 4
Collect regular feedback from the community to adapt library services to meet community needs.	Library Board, Library Director & Staff				
Develop a comprehensive branding and marketing plan that enhances the community perception of the library.	Library Board, Library Director & Staff				
Develop operational guidelines and regular requirements for board and staff development	Library Board, Library Director				

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