

## Gravenhurst Public Library Board Strategic Planning Process

The Board is committed to developing a three year strategic plan that will provide direction for library operations from 2015 through 2017. The plan is meant to reflect and address library service needs of the community of Gravenhurst.

### Step 1

#### Formation of Strategic Planning Subcommittee

- Completed at January 2014 Board meeting
- Committee consists of Directors Barb Sztuke, David Hammill and Richard Tatley as well as Board Chair Ardyn Todd and ex-officio member CEO/ Chief Julia Reinhart

### Step 2

#### Develop and distribute community needs assessment survey

- Two page survey has been developed
- Printed copies will be available at library, will also be distributed at various locations around Gravenhurst
- The survey will also be made available online through the Town website
- Survey needs to be filled out and given back to the Library by Friday May 30
- Those who fill out a survey and provide their contact information will be entered into a draw for an eBook reader

### Step 3

#### Focus group meetings

- Focus group participants will be selected by the subcommittee and contacted for meetings to take place over May and June
- Participants will be asked in-depth questions regarding future directions for the Gravenhurst Public Library

### Step 4

#### Collation of survey results and focus group responses

- The information collected through the public consultation process will be put together for review by the Gravenhurst Public Library Board

### Step 5

#### All Day Strategic Planning Session

- A consultant from the Southern Ontario Library Service will lead the Board in a full day strategic planning session for the development of a draft plan
- Material collected from public consultation process will be used to develop this plan

### Step 6

#### Completion of Planning Document

- Draft plan to be discussed at special summer meeting of the board and a final draft will be reviewed for approval at the September Board meeting
- The finalized strategic plan will then be published and distributed to the public