

**SMITHTON PUBLIC LIBRARY DISTRICT**  
**Strategic Planning Committee Meeting**  
**May 13, 2021**  
**(held in-person and virtually, on Zoom)**

1. Call to Order / Roll call

The meeting was called to order by Library Director, Jenna Dauer, at 2:16 p.m. with the following Strategic Planning Committee members present in-person: Cynthia Merz and Margaret Morris. Director Jenna Dauer was also present in-person. Anthony Gilbreth was absent.

2. Citizen Comments

There were no citizen comments.

3. Communications

There were no communications.

4. Review of Latest Strategic Plan

The latest Strategic Plan was reviewed.

5. Determine Timeline of Upcoming Strategic Plan (3 or 5 years)

It was determined that the upcoming strategic plan would be 5 years.

6. New Business – Next Steps

1. SWOT Analysis – The SWOT Analysis will be completed at the next meeting.

2. Patron Survey (online/in-person): timeline? – It was determined that the patron survey should be completed for at least 2 months.

3. Gather Input from Community or Outside Sources? Which ones? – It was discussed that Facebook or the Facebook group Smithton News might be good places to ask for community input.

4. Other – None

7. Committee Concerns – None.

8. Announcements

1. Next Strategic Planning Committee Meeting? – Possible Dates are June 1, 3, 8 or 10, all at 2 pm.

3. Adjournment

Motion to adjourn was made by Margaret Morris and seconded by Cindy Merz

All were in favor and the meeting was adjourned at 3:08 pm.

Respectfully submitted,

Jenna Dauer, Recording Secretary  
Director, Smithton Public Library District