



**St. Charles Public Library**  
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**MINUTES  
SPECIAL MEETING  
BOARD OF TRUSTEES  
ST. CHARLES PUBLIC LIBRARY DISTRICT  
JULY 1, 2023**

A Special Meeting of the Board of Trustees of the St. Charles Public Library District was held on Saturday, July 1, 2023 at 9:00 am at the Library. Present: President Robert T. Gephart, Vice President/Secretary Mary Kruse, Treasurer Michael J. Hill, Trustees Shane Hampton, Claudia Frost, Bonnie J. Dauer and Allison Lanthrum, and Director Katherine G. Buckson. Guest: Amanda Standerfer, Strategic Plan Facilitator.

**I. CALL TO ORDER**

Trustee Gephart called the meeting to order at 9:00 am. Trustee Gephart confirmed there was a quorum present through a roll call.

Present: Gephart, Kruse, Hill, Hampton, Frost, Dauer, Lanthrum

**II. WELCOME OF GUESTS**

Trustee Gephart welcomed Ms. Standerfer.

**III. COMMUNICATIONS AND CITIZEN'S COMMENTS – ON AGENDA ITEMS**

None.

**IV. 2023-2027 STRATEGIC PLANNING**

The Board reviewed the strategic planning process, including what tasks have been accomplished and what we have yet to complete. The timeline was discussed for the completion of the plan and what happens after the plan's approval, particularly the implementation plan.

To begin, the draft learning report was reviewed. The patron survey discussed that most of the respondents were regular users who were satisfied or very satisfied (91%) with Library service. Overall, the respondents were not fully representative of the community, and additional non-user feedback would be valuable.

Comments from the community and staff were discussed including the need to invest in staff, communicate better both internally and with our community members, and balancing the resources we have with the competing desires of our stakeholders.

Data from demographic reports was analyzed along with Library usage data. Cardholder penetration is higher than the national average, but it could still be better.

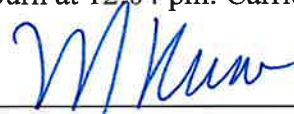
Trustees were asked to prioritize the top issues they see as needing to be addressed in the plan. Ideas included programming, potential expansion of the Library, outreach, staff investment, patron-centric, fiscal stewardship, education/schools, partnerships, programming, and access to spaces and collections. Trustees expressed a desire to support the wonderful staff who will be implementing this plan and how we can measure progress.

**V. COMMUNICATIONS AND CITIZEN'S COMMENTS – ON NON-AGENDA ITEMS**

None.

**VI. ADJOURNMENT**

**Motion** by Trustee Hill, second by Trustee Frost, to adjourn at 12:04 pm. Carried unanimously.



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Mary Kruse  
Secretary, Board of Trustees