

LONG RANGE PLANNING COMMITTEE
CCS Office
3355-J N. Arlington Heights Rd, Arlington Heights IL 60004

November 2, 2020

REMOTE PARTICIPATION

The Long Range Planning Committee met remotely, without a physical quorum present due to the COVID-19 public health emergency.

1. CALL TO ORDER

The meeting was called to order at 1:36 P.M. by Chair P. Leffler.

2. ROLL CALL

S. Brown	Grayslake	S. Lempke	Niles-Maine
K. Danczak Lyons	Evanston	D. McNulty (joined 1:57)	Cary
P. Leffler	Morton Grove	J. Tucci	Lincolnwood
C. Lemmer	Lake Forest		

Also present: R. Malinowski, CCS; B. Stoneburner, CCS
Absent: K. I. Martens, Crystal Lake; B. Shepard, Indian Trails

3. ADDITIONS TO THE AGENDA

None.

4. PUBLIC COMMENT

None.

5. APPROVE MINUTES OF THE OCTOBER 5, 2020 MEETING

Danczak Lyons MOVED; Brown SECONDED to

APPROVE THE MINUTES OF THE OCTOBER 5, 2020 MEETING

Ayes: Brown, Danczak Lyons, Leffler, Lemmer, Tucci

Nays: None

Abstain: Lempke

Absent: Martens, McNulty, Shepard

MOTION CARRIED BY ROLL CALL VOTE

6. STRATEGIC PLANNING PROCESS

- a. Review needs analysis data – The committee reviewed the key points from the October Governing Board strategic planning discussion as summarized by R. Malinowski.

- b. Draft mission and vision – The committee reviewed and provided feedback on the drafted mission statement. After a lengthy discussion there was agreement to include language both around effective and equity in the next draft of the mission statement for Governing Board to review.

D. McNulty joined the meeting at 1:57 P.M.

The committee reviewed the drafted vision statement and agreed it should be shortened for Governing Board consideration. Proposed language included “CCS is on the forefront of library technology and adapts to changing needs and environments.”

- c. Draft strategic directions – R. Malinowski reviewed the drafted suggested themes and requested feedback from the committee. S. Brown shared with the committee a link to the Jefferson County Library Cooperative strategic plan as an example for review. There was a lengthy discussion as to whether a separate Guiding Principles component should be added to the strategic plan and whether fiscal accountability should be included as a strategic goal or leave with the fiscal accountability policy. There was agreement that for the time being fiscal accountability would be listed in both Guiding Principles and the strategic plan to be discussed further.

7. NEXT MEETING

The committee will meet next on November 30. For this meeting, R. Malinowski will update the drafted mission and vision statements as well as draft objectives and add guiding principles for review. The committee will also discuss long term planning based on feedback received at the October Governing Board meeting.

8. ADJOURNMENT

Chair Leffler adjourned the meeting at 3:02 P.M.