

**MINUTES**  
**STRATEGIC PLANNING COMMITTEE**  
**BOARD OF LIBRARY TRUSTEES**  
**PEORIA PUBLIC LIBRARY**  
October 11, 2022

**CALL TO ORDER**

The meeting of the Strategic Planning Committee of the Board of Trustees of Peoria Public Library was called to order at 5:35 p.m. by Committee Chair Roberta Parks in the Second Floor Community Room, Main Library, 107 NE Monroe Street, Peoria, Illinois.

**ROLL CALL**

Committee Members Present: Stephen Buck and Roberta Parks

Committee Members Absent: Lucy Gulley

Other Board Members Present: Margaret Cousin

Staff Members Present: Veronica De Fazio, Deputy Director; and Randall Yelverton, Executive Director

**ORDER OF BUSINESS**

**A. Approval of Minutes of the Meeting of July 14, 2022**

A motion was made by Stephen Buck, seconded by Roberta Parks, to approve the minutes of the Strategic Planning Committee meeting of July 14, 2022. Motion carried unanimously.

**B. Quarterly Review of Implementation of 2021–2023 Strategic Plan**

Randall Yelverton distributed a color-coded update on the action steps being taken to implement the Strategic Plan. These action steps included:


- The State Library has begun its free database trial period. Management will evaluate new databases and have feedback to Randall by November 30.
- The Executive Director, Technical Services Manager, and Selection Manager have test run the new process to evaluate the time it takes for materials to move through the acquisition process.
- The Technical Services Manager compiled the data from the test run and will continue to do so quarterly. The Selection Manager will begin the process again this month.
- The Digital Media Lab process has been put on hold until a new IT Manager is hired.
- The Board-approved Lower Level 2 Conference Room upgrades are in process. The equipment has been ordered with the goal that installation will be completed by the end of the year.
- The City has approved the requested funds for the updating of the Main and Lincoln computer labs.

**OTHER BUSINESS**

None

**ADJOURNMENT**

The meeting was adjourned at 5:43 p.m.

A handwritten signature in black ink, appearing to read "Roberta Parks", is written over a horizontal line.

Roberta Parks, Chair  
Strategic Planning Committee  
Board of Library Trustees  
Peoria Public Library