

MINUTES  
STRATEGIC PLANNING COMMITTEE  
BOARD OF LIBRARY TRUSTEES  
PEORIA PUBLIC LIBRARY  
November 12, 2025

**CALL TO ORDER**

The meeting of the Strategic Planning Committee of the Board of Trustees of Peoria Public Library was called to order at 5:30 p.m. by Committee Chair Steven Marx in the LL2 Conference Room, Main Library, 107 NE Monroe Street, Peoria, Illinois.

**ROLL CALL**

Committee Members Present: Cecilia Buckner, Steve Marx, Roberta Parks, Jacob Roberts (via Zoom)

Committee Members Absent: None

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 August 5, 2025

A motion was made by Roberta Parks, seconded by Cecilia Buckner to approve the minutes as presented. Motion passed.

B. Update on Strategic Planning Process

Yelverton distributed the Implementation Guide from Fast Forward Libraries. Parks suggested that the Guide be shared with all staff. Drafts of the Activity Plan and Evaluation Framework were then reviewed. Parks suggested that a column be added to the activity plan that records how data for each activity is to be reported – frequency, by what means it will be reported, etc. Parks emphasized the importance of communicating progress on the plan to the staff.

Yelverton then previewed the timeline for implementing the plan including scheduled meetings with the Management Team and a focus on activities to complete during the first 12-18 months.

C. Update on Executive Director's Goals

Yelverton reviewed the document detailing progress on the Director's Goals for the third quarter of 2025.

**OTHER BUSINESS**

**ADJOURNMENT**

The meeting was adjourned at 5:56 p.m.

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Steven Marx, Chair  
Strategic Planning Committee  
Board of Library Trustees  
Peoria Public Library