

**PEND OREILLE COUNTY LIBRARY DISTRICT
BOARD OF TRUSTEES**

**Minutes of the Annual Strategic Planning Meeting
Ione Public Library
Saturday, 10 October 2009**

Present: Mark Cauchy (Chair), Sandra Snow (Vice-Chair), Nancy Svoboda (Member), Jim Brewster (Member), Matt Becvarov (District Director)

Call to Order and Approval of Agenda

Chairperson Cauchy called the meeting to order at 10:05 AM. The agenda was approved by the group without change.

Review of Strategic Plan for 2007-2009, rev. 5 Apr. 2008

The Strategic Plan for the period 2007-2009 was reviewed by the group point by point. Assessment by the group members led to consensus that the majority of the goals the District set forth in the 07-09 Strategic Plan had been met successfully.

Discussion of Facility Considerations

The group's discussion of facility considerations for the District brought forward acknowledgement of the District's accomplishments in renovating the Newport Public Library facility and in improving the Calispel Valley Library facility.

Areas of concern for the period of 2010-2012 centered on the District Administration building and Ione Public Library. The group agreed that it would be well for the Board of Trustees to develop a comprehensive facility plan for the District during the course of the next planning period, with special focus on the disposition of the District Administration building and facility considerations for Ione Public Library.

Discussion of Staffing Considerations

The group addressed the staffing elements of the 07-09 Strategic Plan in light of the revenue reduction the District has experienced this year. Since the reduction is likely to continue for the greater part of the next planning period, the group reached the conclusion that those goals from the 07-09 Plan involving the addition of professional staff should be set aside until the District finds itself financially able to act on such goals in future. Planning for staffing within the District will focus on adequate coverage for existing services at all POCLD branches.

Involvement with the CIN Consortium

POCLD's membership in the CIN consortium came next under discussion. The District Director presented a summary of the year's activity with regard to POCLD's traffic level as borrower and lender within the Consortium. Discussion of the shared online library system (Voyager) followed. The larger group of which CIN is part – the Washington-Idaho Network (WIN) – will face within the next planning period the prospect of preparing for the purchase of a new online system. Discussion of the dynamics of that process for POCLD's own position led to agreement that the District would do well to explore alternatives to the WIN single shared system while the WIN process takes place. The District Director took on the responsibility for keeping the Board abreast of developments in online systems suitable for libraries of POCLD's size and type. The District will remain watchful for emerging technologies that might serve as viable alternatives should developments in the WIN process move the District as a CIN member in a direction which serves POCLD's mission and goals less well than other equally affordable options.

Consideration of IT Infrastructure

Review of POCLD's accomplishments in its development of a fiscally sustainable and operationally effective IT platform during the 07-09 planning period led to agreement that significant progress has been achieved. The District's adoption of open-source IT solutions has advanced since 2007 to include network infrastructure (soon to be entirely Linux-based) and strategic software packages for both staff and public workstations.

The District Director brought forward an action item: approval of a proposal for network services by Interlink Advantage of Spokane, to create a

Linux-based network print server and to complete the decommissioning of the District's Windows-based servers.

Member Brewster moved that the Board approve the contract with Interlink Advantage for network services. Vice-Chair Snow seconded the motion; all in favor, so ordered.

Further discussion of the value and effectiveness of open-source IT solutions for the District's operations led to agreement that the District should continue actively to incorporate open-source elements into its IT platform.

Organizational Priorities for the Planning Period 2010-2012

Discussion by the group brought the members to consensus that the following should form POCLD's organizational priorities for the coming planning period:

- 1) Development of a comprehensive facility plan for the District
- 2) Continued development of the District's IT platform
- 3) Development of an external review mechanism for inclusion in the District's governance and management structure

Discussion of Item No. 1, a comprehensive facility plan, led to renewed discussion of the situation concerning Ione Public Library, which stands in need of a new facility agreement with the Town of Ione. A draft letter distributed to the Board shortly after the Board's regular business meeting on 15 September 2009 came under review. Discussion led to agreement that the draft was acceptable and that the letter should be issued to the Mayor and Town Council of Ione.

Member Brewster moved that the draft letter be approved and issued to the Mayor and Town Council of Ione concerning the negotiation between the Town and the District of a new facility agreement for Ione Public Library. Member Svoboda seconded; all in favor, so ordered.

There being no further business to transact, Chairperson Cauchy adjourned the meeting at 2:15 PM.