



LIBRARY ADVISORY BOARD MEETING

Wednesday, February 05, 2025 at 6:00 PM
Sandy Public Library Community Room and via Zoom

AGENDA

TO ATTEND THE MEETING IN-PERSON:

Come to the Library Community Room - 38980 Proctor Blvd
Sandy, OR 97055

TO ATTEND THE MEETING ONLINE VIA ZOOM:

Please use this link:
<https://us06web.zoom.us/j/81522948301?pwd=Ndh1b1egqnOOWmeVz2Eg5qWbGJKbZp.1>

Or by phone: (253) 215-8782

ROLL CALL

PUBLIC COMMENT

APPROVAL OF MINUTES

- [1.](#) Approval of Minutes from 4 December 2024

NEW BUSINESS

OLD BUSINESS

- [2.](#) Strategic Planning Initiative

Presentation by Darci Hanning - State Library of Oregon

STAFF UPDATES

- [3.](#) Strategic Planning Questions

Responses thus far

- [4.](#) Mobile Library

Fundraising and Grant writing efforts

ADJOURN

Americans with Disabilities Act Notice: Please contact Sandy City Hall, 39250 Pioneer Blvd. Sandy, OR 97055 (Phone: 503-668-5533) at least 48 hours prior to the scheduled meeting time if you need an accommodation to observe and/or participate in this meeting.



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Or by phone: (253) 215-8782; Meeting ID: 854 4755 0103

ROLL CALL

PRESENT:

Board Members - Heather Michet, Lynne Pollard, Bethany Shultz, Kathleen Draine, Teresa Peltier
Bruce Heider – President Friends of Sandy Library
Kathleen Walker – City Council Liaison
Sarah McIntyre – Library Director
Member of the public –Dale Hauff

ABSENT:

Salina Horsfall

PUBLIC COMMENT

Introduction of Bruce Heider – newly elected President of the Friends of Sandy Library

Discussion began at timestamp 0:18

APPROVAL OF MINUTES

1. Approval of Minutes from 4 September 2024
Discussion began at timestamp 2:59
Motion by Draine, second by Pollard to accept the minutes as written. Approved unanimously.

NEW BUSINESS

2. Strategic Planning
Discussion began at timestamp 3:30

OLD BUSINESS

STAFF UPDATES

3. Teen Librarian
Discussion began at 39:43

ADJOURN

4. Adjourn to view Winterfest Lights

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Strategic Planning

A PROCESS OF INFORMATION GATHERING, SHARING, AND IDENTIFYING PRIORITIES

Why Strategic Planning?



Why Strategic Planning?

 Roadmap

Why Strategic Planning?

- ❖ Roadmap
- ❖ Living Document

Why Strategic Planning?

- ❖ Roadmap
- ❖ Living Document
- ❖ Communication Tool

What does a Strategic
Plan look like?



Vision

Mission

Plan (Focus Areas)

Goal	Goal	Goal
------	------	------

Objectives	Objectives	Objectives
------------	------------	------------

Activities	Activities	Activities
------------	------------	------------



Vision

Item # 2.



Vision

Item # 2.

Mission



VISION

A community committed to health, wellness, and quality of life.

MISSION

To help people *achieve* optimal physical, mental, and social well-being *through* health promotion and prevention with quality, affordable health care.



Vision

Mission

Plan (Focus Areas)

Focus Areas

Express Creativity: Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.



Vision

Mission

Plan (Focus Areas)

Goal

Goal

Goal

Goals

FOCUS AREA

Express Creativity: Residents will have the services and support they need to express themselves by creating original print, video, audio, or visual content in a real-world or online environment.

GOAL

Teens will have the **services and support** to **create** innovative and interactive media

Vision

Mission

Plan (Focus Areas)

Goal	Goal	Goal
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Objectives	Objectives	Objectives
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Objectives

GOAL

Teens will have the **services and support to create** innovative and interactive media

OBJECTIVE

*By **June 30, 2025**, **15% of the teens** who use the library will indicate on a survey that they have **used library resources** to **create and share content online***



Vision

Mission

Plan (Focus Areas)

Goal	Goal	Goal
------	------	------

Objectives	Objectives	Objectives
------------	------------	------------

Activities	Activities	Activities
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Activities

OBJECTIVE

*By **2024, 15% of the teens** who use the library will indicate on a survey that they have **used library resources to create and share content***

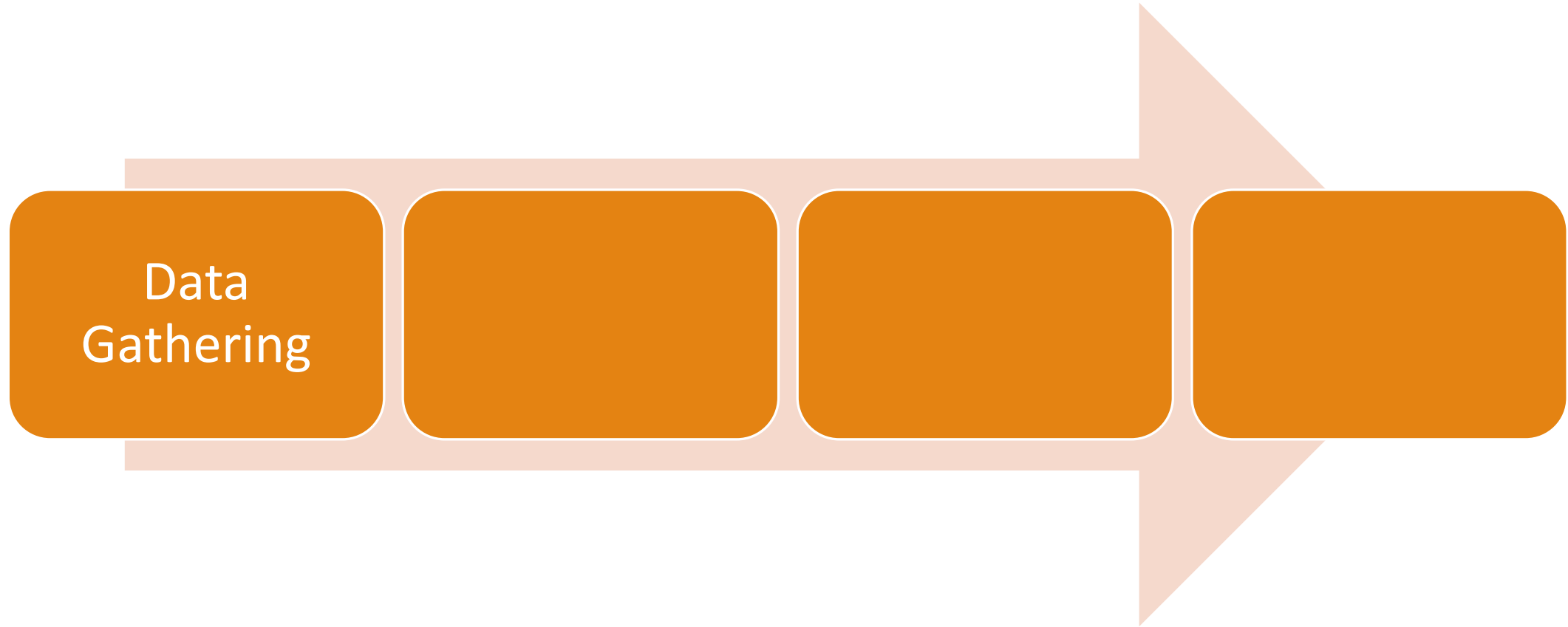
ACTIVITIES

- Staff training
- Purchase equipment
- Create a monthly program
- Host annual event
- **Implement survey, review responses**

How is a Strategic Plan created?

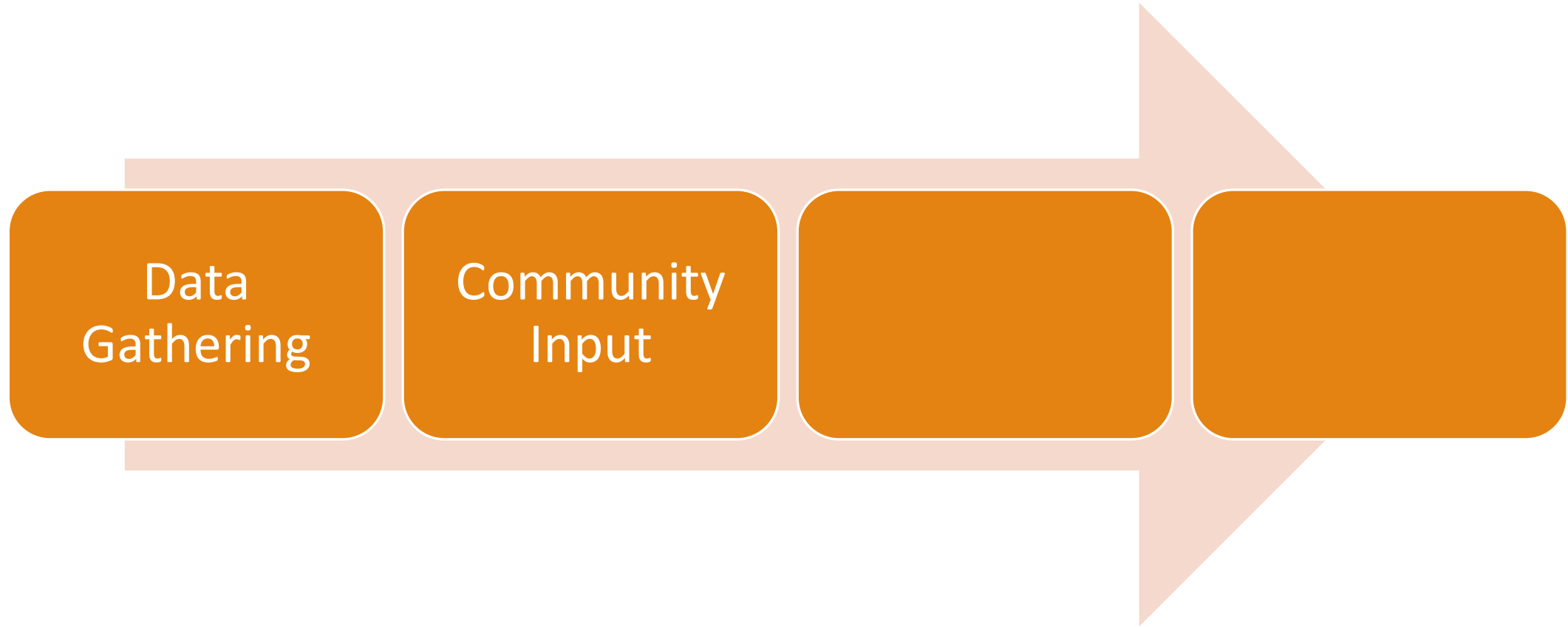


Process

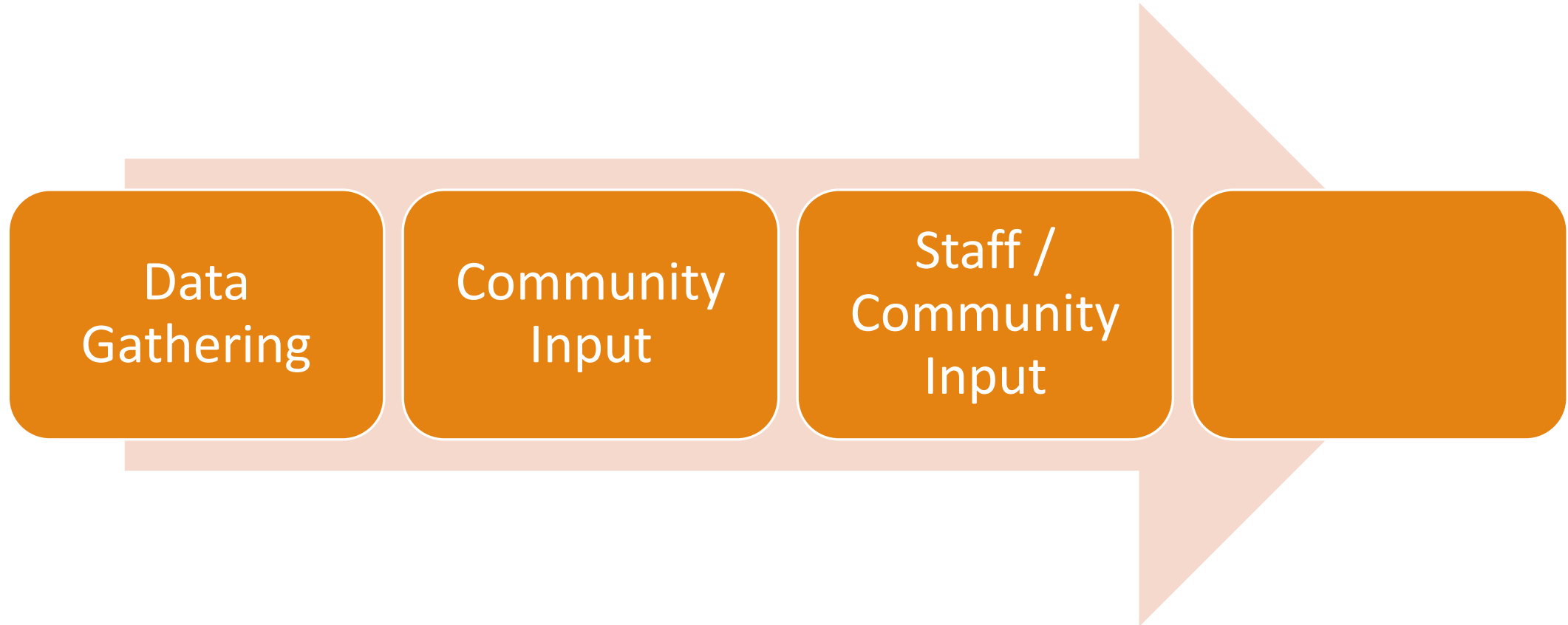




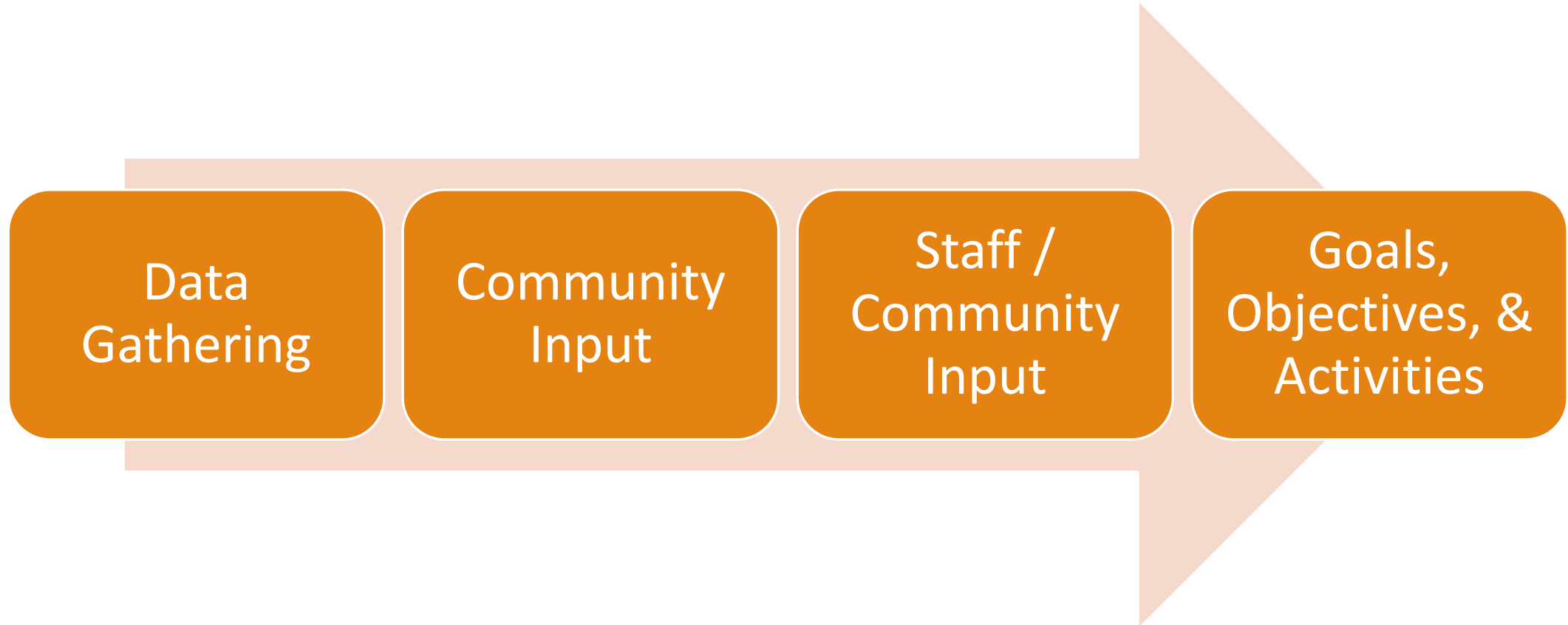
Process



Process



Process



Remember: It's a ROADMAP

Vision		
Mission		
Plan (Focus Areas)		
Goal	Goal	Goal
Objectives	Objectives	Objectives
Activities	Activities	Activities

Questions?

Role of Board Members

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- One or two board members attend community meeting where draft goals are created; goals are refined by director and staff

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- Board reviews and approves goals; director and staff develop objectives and activities to create final draft of the Strategic Plan document
- Board reviews and approves Strategic Plan document

Questions?

Expanding the reach of the Sandy & Hoodland Libraries!



Help us outfit our **NEW** Mobile Library Vehicle!

- Serving communities from Boring to Government Camp
- Visiting schools and daycares, parks, senior centers and adult care facilities
- 5 desks for STEM, computer classes & printing service available
- 15 shelves of library materials for checkout!



Donate in
person!

SANDY
PUBLIC LIBRARY

Friends of
SANDY
LIBRARY

Donate Online!

