

STAFF REPORT

CITY OF YORBA LINDA

Library Department

DATE: APRIL 21, 2009

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: MELINDA STEEP, LIBRARY DIRECTOR

SUBJECT: LIBRARY STRATEGIC PLAN (CITY COUNCIL LIAISON)

RECOMMENDATION

It is recommended that the City Council select a Council representative to serve on the Community Planning Committee for the Library's strategic planning project.

BACKGROUND

For the first time in over a decade, the Library is planning for the future by initiating a strategic planning project. The purpose of the project is to engage the community in a discussion of how the Library can best meet the needs of the community and then, realign Library services in response to those current needs. The methodology chosen for this project is the one recommended for libraries by the American Library Association.

DISCUSSION

The role of the Community Planning Committee is to:

- Articulate a community vision,
- Describe current conditions in Yorba Linda,
- Identify what needs to be done to reach the community vision,
- Recommend Library service responses to help meet the needs of the community.

The composition of the Community Planning Committee is intended be a broad representation of Yorba Linda stakeholders, and each member of the committee has been specifically selected by the Library Commission to reflect the constituency of Yorba Linda. Councilmember involvement in the process is highly recommended. The committee will be relatively small (16-18 members) to facilitate productive interaction. Staff has retained a library consultant, Ruth Metz, to help guide the process.

The time commitment needed to participate on the Community Planning Committee is as follows:

- Attendance at the first Community Planning Committee meeting on Saturday, May 2nd from 10 a.m. to 3 p.m. (5 hours).
- Attendance at the second Community Planning Committee meeting at a date to be determined in June (5 hours).
- Optional attendance at a meeting in September to celebrate the completion of the document, *Yorba Linda Public Library Strategic Plan 2010-2014* (2 hours).

All meetings will be held in the Library's Community Room on the bottom floor.

COMMISSION REVIEW

The Yorba Linda Public Library Commission invites a Councilmember to participate in this project.

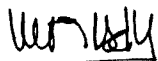
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ALTERNATIVES

1. Do not send a Council representative to the Community Planning Committee.

Approved by:



William R. Kelly
Interim City Manager