

WLS Board – Strategic Committee

December 6, 2021

In attendance:

Karen Zevin (District 1)
Jonathon Marshall (District 2)
Susan Morduch (District 6)
Karen Kelley (District 12) [left at 7 PM]
Julie Mills-Worthey (District 13)
Francis Okelo (District 14), Committee Chair
Terry Kirchner, WLS Executive Director

Meeting began at 6:01 PM.

Francis Okelo reviewed the meeting agenda and reminded those in attendance of the discussions held during previous meetings and the progress made to date by the committee.

Having focused on trends and challenges at the last meeting, he reminded the committee members to keep these issues, as well as the newly crafted Overview, Mission and Vision statements, in mind as the committee reviews the WLS Strategic Goals 2022-2024 – Working Document that was distributed by Terry Kirchner.

The document identified three major goals:

- Promote Equity and Access
- Expand Community Engagement
- Renew and Enhance our Infrastructure

To start the discussion, Mr. Okelo brought forward two questions:

1. Do the 3 issues addressed in the document cover enough? Is it comprehensive enough?
2. Is the committee ready to engage in a serious discussion at this stage or do the members feel that they need more time?

The committee members indicated that they were ready to engage in a serious discussion and numerous enhancements to the document were reviewed. The following changes were to be included in a revised version of the document:

- Be more explicit about the importance of communication as a core element within each of the strategic goals, but also as an overriding value/activity that will consistently be addressed by WLS (better communication as an aspiration)
 - Clarify what WLS does and does not do in terms of our relationship with the member libraries
 - Be more vocal about the work that WLS does and has done
 - Find ways to help WLS trustees to better communicate the role of WLS
- Edit the 2nd goal's heading:
 - Change from "Expand Community Engagement" to "Expand Community / Member Library / Partner Engagement"
- Edit the 3rd goal's heading:
 - Change from "Renew and Enhance our Infrastructure" to "Update and Improve our Infrastructure"

The next scheduled meeting is Monday, February 7, 2022, at 6 PM.

The meeting adjourned at 7:28 PM

Meeting notes submitted by Terry Kirchner

WLS Strategic Goals 2022-2024 – Working Document

Promote Equity and Access

Statement: Hold equity and access as core values and advance those values within WLS and through our partnerships

Action Items:

Provide equity, diversity, and inclusion (EDI) and trauma-informed professional development opportunities for WLS and member library staff and trustees.

Review existing WLS policies and procedures, as well as programs and services, to identify and remove biases to assist in the attraction and retention of staff and trustees reflective of the diverse populations in Westchester.

Advocate for digital equity and literacy for all residents of Westchester County.

Expand Community Engagement

Statement: Be actively engaged with communities throughout Westchester, especially the unserved and underserved.

Action Items:

Help create awareness of and connections to services and resources provided by WLS, the member libraries, and partners such as local nonprofits and County government.

Use Census and other data sources to identify community needs and shifts in demographics as a way of developing and sustaining relevant programs and services.

Renew and Enhance our Infrastructure

Statement: Continuously update and improve the WLS operational and technological infrastructure.

Action Items:

Update and expand the business continuity plans for WLS to incorporate short-term and long-term operations and sustainability of all aspects of the organization.

Consistently review and update the administrative, community engagement, and technology services provided to the member libraries and the communities served.

Drafted 12/6/2021 by TK

WLS Strategic Goals 2022-2024 – Working Document – revised

As WLS moves forward on these strategic goals, it recognizes that ongoing communication and engagement is a critical and required activity that must occur within each of the goals to achieve success.

Promote Equity and Access

Statement: Hold equity and access as core values and advance those values within WLS and through our partnerships

Action Items:

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Advocate for digital equity and literacy for all residents of Westchester County.

Expand Community / Member Library / Partner Engagement

Statement: Be actively engaged with communities throughout Westchester, especially the unserved and underserved.

Action Items:

Help create awareness of and connections to services and resources provided by WLS, the member libraries, and partners such as local nonprofits and County government.

Use Census and other data sources to identify community needs and shifts in demographics as a way of developing and sustaining relevant programs and services.

Update and Improve our Infrastructure

Statement: Continuously update and improve the WLS operational and technological infrastructure.

Action Items:

Update and expand the business continuity plans for WLS to incorporate short-term and long-term operations and sustainability of all aspects of the organization.

Consistently review and update the administrative, community engagement, and technology services provided to the member libraries and the communities served.