

WLS Board – Strategic Committee

March 7, 2022

In attendance:

Karen Zevin (District 1)
Jonathon Marshall (District 2)
Susan Morduch (District 6) [Joined at 6:18 PM]
Julie Mills-Worthey (District 13) [Joined at 6:22 PM]
Francis Okelo (District 14), Committee Chair
Terry Kirchner, WLS Executive Director

Meeting began at 6:04 PM.

Francis Okelo reviewed the meeting agenda and thanked committee members for their efforts in completing the revision of the mission, vision and overview statements and the updating of the strategic goals.

The committee reviewed the document, *WLS Strategic Goals 2022-2024 – Working Document –Revision 2*, that was last updated on March 7, 2022. Changes to the document included:

Under the **Promote Equity and Access** section:

- Update the second bullet point to include: “Ensure a welcoming and pleasant work environment for staff.”

The following recommendations will be made to the full WLS board to promote awareness of and ongoing progress on the strategic goals:

1. The revised mission, vision and overview statements and the updated strategic goals will be shared with a broad audience to raise awareness. Audiences to be reached include WLS staff, member library directors and trustees, and county and state legislators.
2. The WLS Executive Committee is charged with ongoing review of strategic goal implementation. The WLS Executive Director will provide quarterly updates on the strategic goals to the full board.
3. The strategic goals should be reviewed and updated no later than early 2025 by a special committee of the Board.

It was also noted that each WLS Board committee should review the strategic goals and explore ways that the committee could best support the strategic goals and actions.

The meeting adjourned at 6:24 PM

Meeting notes submitted by Terry Kirchner

WLS Strategic Goals 2022-2024 – Working Document – revision 2

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:

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 **and provide leadership and partnership on** 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.

As an organization (trustees, staff and volunteers), communicate and embody the mission and vision statements.

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.

Maintain and support an agile environment that proactively increases awareness of and responds to trends, external factors and social issues that impact public libraries.

WLS Strategic Goals 2022-2024 – Working Document – Final

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Action Items:

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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. **Ensure a pleasant and supportive work environment for staff.**

Advocate for and provide leadership and partnership on digital equity and literacy for all residents of Westchester County.

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