

Petoskey District Library

Board of Trustee Retreat Minutes

January 24, 2025

Library Board retreat called to order at 12:30pm by Kim Block.

Present: Kim Block, Ann Ingles, Mike Atchison, Amy Janssens, Trevor Nelson, Brady Olson.

Linda Adams, facilitator, introduced herself. She is the director of the Northland Library Cooperative and a previous director of the Charlevoix Public Library.

Val Meyerson present as note taker.

The goal of the retreat is to come away with strategic priorities, goals, and possibly a review of the vision and mission statement.

Linda walked the group through the Learning Report looking at what stood out and what was missing.

The board grouped the topics discussed and then voted on that they thought is high priority. The items that received 4 or more votes are in **bold**.

1. Facility: **third space**, connection spaces, open more hours, update interiors, **continue to be inviting**, changing use, more meeting space, Carnegie
2. People: Connections, **take care of staff**, community skews older, looking for something to do, training for staff to keep up with tech, **Succession planning**
3. Outreach: **Partnerships**
4. Services: Access, people looking for information, leaning new skills, learn new local history, Light hearted offerings, people are happy with our offerings, Keep up with technology, digital literacy
5. Collection: Faster access to popular items, serving people who may not like current selections, growth of digital materials, want samples of digital material before check out, create “you may also like” lists based on what they are searching or checking out.
6. Programs: repair café, make learning easy, clubs for all people (common tie is library), job support, housing support, partnerships, education on diversity of materials, align kids programs with nap time, when is the best time for programs, **civil discourse forum meet in nontraditional space (focus on hearing from all sides)**, programming for conservative population, balanced view points.

The board then discussed what the strategic priorities should be, and added goals to each one.

1. Updating the Facility: Review the requirements of the facility to meet the diverse and changing needs of the community and plan for the future.
 - a. Assessment of the current facility and how to move forward, keeping in mind the changing uses, staff, and community – using local partners/consultants
 - i. Creating connectivity – Interactive - Give patrons permission to create their own space

- b. Capital Improvement Plan
2. Connectivity: Expand and enrich communication and connections between staff and residents and amongst each other.
 - a. Civil discourse events
 - b. Partnerships
 - c. Fostering connections by creating library as third space
 - d. Facility
 - e. Implement programs that support the desires of the community
intergenerational
 3. Continue Staff: Continue providing a nurturing environment for staff to learn and grow
 - a. Staff members are supported and given appropriate tools to be empowered and engaged.
 - b. Library board provides adequate funding and support for staffing positions to be competitive and coveted in the Petoskey area
 - c. Succession planning for key staffing roles
 4. Access to information: Facilitate equal access to resources, lifelong learning opportunities, and technology.
 - a. Enhance the marketing of the unique resources and services provided at the library
 - b. Reduce wait times on popular materials
 - c. Provide materials that mirror the community's diversity and interests in preferred formats.
 - d. Continue providing updated technology and training for staff and patrons

The board then reviewed our current vision and mission statement. After much brainstorming and discussion, the board came up with:

- **Vision:** Growing a vibrant, connected community.
- **Mission:** Providing an exceptional place to nurture knowledge and inspire curiosity.

The board thanked Kim for providing snacks. Mike thanked all for their service and appreciated participation on the board.

Meeting adjourned at 3:55pm.

Notes taken by Val Meyerson.