



## LIBRARY COMMISSION AGENDA REPORT

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December 1, 2022  
Item 7

### **SUBJECT: REVIEW AND COMMENT ON THE STAFF PRESENTATION SCHEDULE FOR 2023**

#### **SUMMARY**

To highlight the Library and Recreation Department values of Integrity, Collaboration, Customer Service, Inclusiveness, and Innovation, staff has provided a list of presentation topics for commission review and comment in 2023.

#### **RECOMMENDATION**

Review and comment on the staff presentation schedule for 2023.

#### **FINANCIAL STATEMENT**

There is none.

## **BACKGROUND**

In 2019, the newly integrated Library and Recreation team set out on a year-long journey to develop a combined strategic plan to provide focused mission, vision, values, and goals for the new department. In 2017, the Pleasanton Public Library had originally adopted a strategic plan that served as the foundation for this combined Library and Recreation Strategic Plan.

The Library Strategic Plan process included Library Commission input, community focus groups and surveys for staff and the community. This background information was used as the base for the Library and Recreation Strategic Plan. Updated community surveys were sent out to everyone in the Recreation database as well as all staff for this integrated strategic plan.

Through staff workshops, departmental values were reviewed and refined. The values remained the same from the original Library Strategic Plan: Integrity, Collaboration, Customer Service, Inclusiveness, and Innovation. Descriptions of these values were expanded to include both the library and recreation perspective. From this joint planning, the Library and Recreation Strategic Plan for 2019-2024 was developed. In the third year of the Strategic Plan, these values continue to be celebrated and reflected in programs and services. Departmental values are featured in the new library card design, they are incorporated in divisional work plans, and staff meetings highlight one of the five values each month.

## **DISCUSSION**

To highlight the values of the Library and Recreation Department throughout 2023, staff has developed a list of monthly presentations for the commission that connect to each of the five values of Integrity, Collaboration, Customer service, Inclusiveness, and Innovation.

<b>2023 Commission Meeting Dates (proposed)</b>	<b>Departmental Value</b>	<b>Staff Presentation</b>
January 5	Collaboration	Student Success Card Program and School Outreach
February 2	Inclusiveness	Pleasanton Reads Literacy and ESL Program
March 2	Innovation	Library Digital Services
April 6	Integrity	Library Collection Development
May 4 (Joint Library and Civic Arts Meeting)	Customer Service	Library and Civic Arts Summer Programs / Teen Poet Laureate

June 1	Integrity	Annual Library Budget Overview
August 3	Customer Service	Library Card Sign Up Month Events
September 7	Inclusiveness	Fall Library Program Preview / Inclusion Services
October 5	Integrity	Annual State Library Report Overview and Data Analysis
November 2	Collaboration	Booklegger School Outreach Program
December 7	Innovation	Library and Recreation Mobile Vehicle

The goal of monthly staff presentations to the commission is to provide information on library services and their connection to the Library and Recreation Department mission, vision, and values. Commissioners are encouraged to comment on the presentations, provide input on future topics, and to share the information with community members, local networks, and through outreach efforts.

Submitted by:



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