



Strategic Planning Process



A young girl with long brown hair, wearing a white t-shirt and blue jeans, is smiling as she digs in the soil with a shovel. She is wearing white gloves. The background is blurred, showing other people, including a woman and a boy, also engaged in outdoor activities. The scene is set outdoors with green grass and trees.

Strengthening Organizations • Building Healthy Communities

Key TPG Team



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Takisha Corbett, PhD



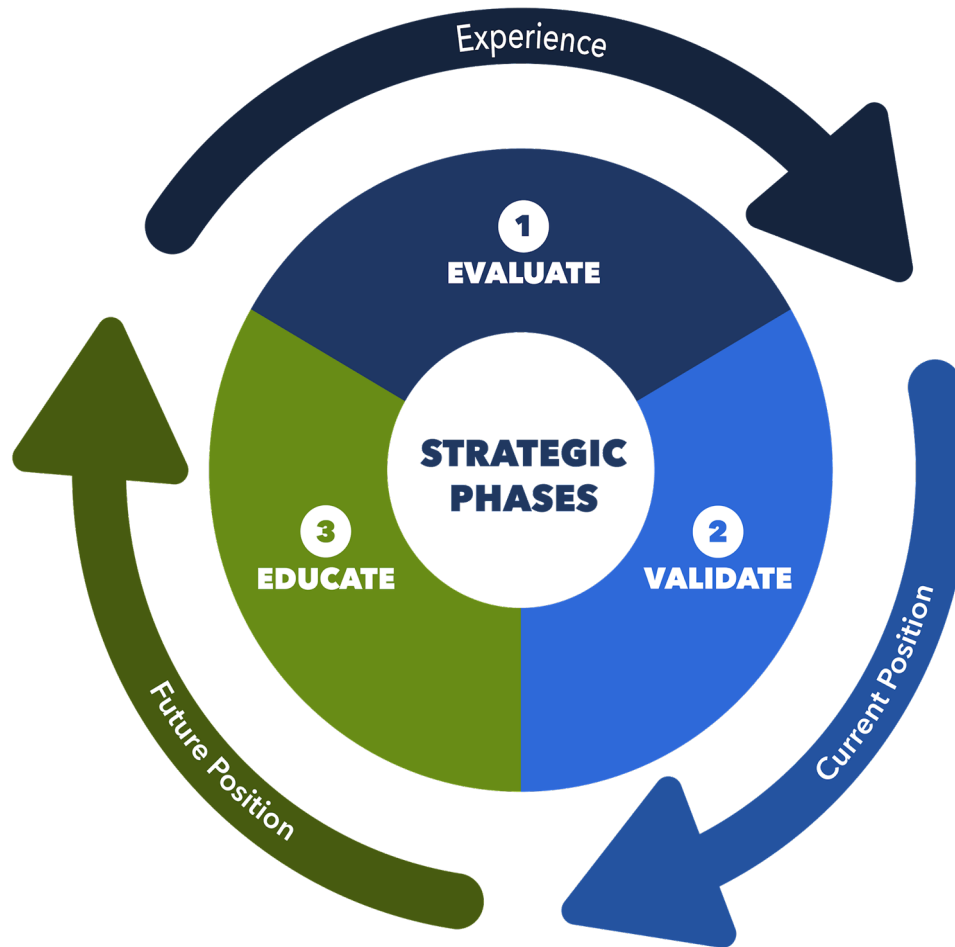
Kirsten Bolter Navis, MA



Brita Catoe, MA



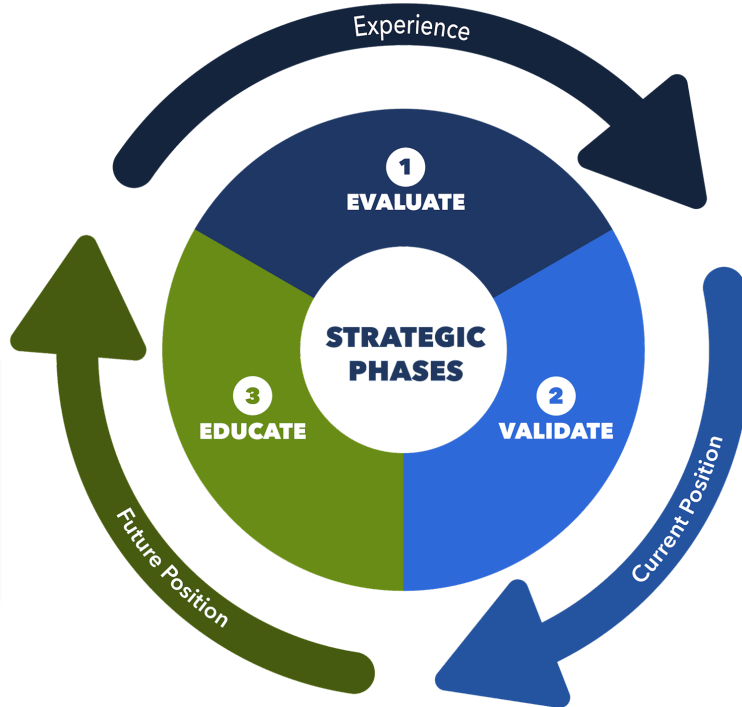
2024 STRATEGIC PLANNING ROADMAP





2024 STRATEGIC PLANNING ROADMAP

- Assess current organizational state
- Identify overall goals and approach of planning process



- Workshops: Identify Strategies Edit/Test & Finalize Plan
- Communicate Plan

- Gather External Stakeholder Feedback
- Gather Internal Feedback
- Mission, Vision, Values Alignment



Strategic Planning Roadmap

	Apr	May	Jun	Jul	Aug	Sep	Oct
Phase 1							
Strategic Planning Team Meetings							
Needs Assessment Data Collection (Document Synthesis, Facilities Assessment, SWOT Analysis, & Capacity Assessment Tool)							
Strategic Planning Kickoff All-Staff Meeting							
Phase 2							
Strategic Planning Committee Meetings							
All-Staff Meeting							
Develop Stakeholder Interview Guides & Staff/Community Surveys							
Conduct Interviews and Surveys							
Conduct Partner & Community Forums							
Compile and Share Results							
Phase 3							
Subcommittees Established & Meet Regarding Identified Priority Areas							
Development of Draft Detailed Strategic Action Plan							
Incorporate Feedback & Revise Strategic Plan							
Final Strategic Plan Document Development & Implementation Planning							

Engagement Strategies

01

Strategic Planning Steering Committee

02

Board and Staff Communication

03

Interviews / Focus Groups

04

Survey / Assessments

Library Identified Engagement in RFP

Employee Survey: To assess workload, prioritizing tasks, and institutional barriers to completing tasks and org capacity

Community Survey: Online/paper-based surveys to reach library users and non-library users, available in English, Spanish, and Chinese.

Interviews: Joint interview with the City Manager and Assistant City Manager, and individual interviews with the Mayor, City Councilmembers, and Library Board Members.

Stakeholder/Partner Forums: Two forums with designated Library Community Partners.

Community Forums: 4 English meetings, 1 Spanish meeting & 1 Mandarin meeting

Questions?



Thank You!

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