

Waukegan Public Library Ad Hoc Committee Meeting

Minutes

Wednesday, January 20, 2016

5:30 p.m. Board Room

128 N. County Street

Waukegan, IL 60085

Members present at the meeting: Mr. Pete Zaragoza, Ms. Jackie Herrera Giron, Mr. Erick Rivera, and Dr. Charmaine Harris

Questions to be addressed:

- What would be the mission of the advisory committee?
- What does the committee need to accomplish?
- What is the purpose of the committee?
- How often should the committee meet?
- What will the responsibilities of the advisory committee be?
- How do we get continued and committed participation in the advisory committee?

Tasks to be accomplished:

- Survey community to:
 - Get input
 - Pay attention to input
 - Why aren't all community members using the library?
 - See what changes can or should be made
 - Have an improved "Suggestion Box"

Board member tasks:

- Reach out to people once a month at the library
- Have a forum/foundation open house activity at WPL to identify potential candidates for recruitment
- Survey/feedback results will determine need for advisory committee
- Board members to send ideas on how the forum/foundation would look like
 - Ideas to be sent via email to Diana Alvey by February 5, 2016

Next Ad Hoc meeting is scheduled for February 17, 2016 at 5:30 p.m.