

**RECORD OF THE LYNX! DIRECTORS' MEETING ON  
FRIDAY, JUNE 7, 2002  
BOISE PUBLIC LIBRARY  
9:00 A.M. – NOON  
MARJ HOOPER, ISL, FACILITATOR**

**MEETING PURPOSE:** Identify areas of the strategic plan that need to be updated

**DESIRED OUTCOMES:** Strategic issue “E” updated

Attendees: Dian Hoffpauir, Ada Community Library, Marilyn Poertner, Boise Public Library, Elaine Leppert, Caldwell Public Library, Ann Gallinger, Eagle Public Library, Heather Clark, Garden City Library, Ann Tabler, Hailey Public Library, Patricia Younger, Meridian Library District, Karen Ganske, Nampa Public Library, Arlan Call, Twin Falls Public Library, Marj Hooper, Idaho State Library, Laurel, Idaho State Library and Laurel White, Boise Public Library.

## **AGENDA**

- Introductions and Greetings
  - Agenda review
  - Roles
  - Ground rules
  - Decisions
- Reports
  - Progress on agreements – 5 minutes
  - Update on Internet service provider – 15 minutes
  - Update on migration – 10 minutes
  - Update on server – 10 minutes
- Strategic Issue “E”
  - Strategy
  - Action steps
- Validation of other strategic issues (time permitting)
- Next steps
- Meeting review – plus/delta
- Adjourn by **NOON**

### **STRATEGIC ISSUE “E”**

How will the Consortium manage to effectively assimilate new members and retain existing members while still keeping a consistent common vision?

Strategy: Expansion

Determine ways to manage the growth of the consortium.

Action Steps:

- A. **“BIANNUAL”** review and modify requirements for admitting new members.
  - a. Directors group – Responsible for this review
  - b. Next review Sept/Oct 2004
  
- B. Determine the ideal and/or practical size the Consortium can attain prior to January 2005 or system replacement, targeted for October 2005
  - a. Directors responsible
  
- C. Create a plan to assist new members with milestones included.
  - a. “D” – task
  - b. “E” – task
  - c. October 2003
  - d. Directors convene committee
  
- D. Revise the “Guide Book” for prospective new members with the above information and adopted standards.
  
- E. Explore way to assist potential new members to meet the financial requirements for joining the Consortium (See Funding – SIB)
  
- F. Write a “Vision Statement” for the Consortium.
  - a. Directors assigned committee
  - b. Draft is due to group by 10/02/02
  
- G. Biannual review and revise the “Long Range Strategic Plan” and the “Vision Statement.”
  - a. October 2004
  - b. Directors responsible
  
- H. Continue to hold regular consortium and directors’ meetings.
  
- I. Plan and budget for automation expansions needed as new members are added to the ILS and network. (Fold into statement “B” under SIE)
  - a. Planning and budgeting
  - b. Enhancement and expansion regardless of member’s status.

- Review and formalization of vision
- Strategic issue “E”
  - Assimilate becomes “ADD”
- Strategy
  - Publicize
  - Recruit
  - Expansion
  - Review
  - Retention
  - Communication
  - Education
  - Economy of effort
  - Cost effective
  - Added value
- Clarification of interest groups – authority – who goes where and why
  - Add to SI “G”
- Educational vs decision making
  - Add to SI “G”
- Action steps
  - Actively recruit
  - Time table for activities
  - Periodic examination of cost effectiveness
  - Ongoing financial analysis
  - Supporting data (statistical and financial)

### **NEXT STEPS FOR SI “E”**

- ✓ Meeting record – Laurel, to be completed by 6/14/02
- ✓ Transcribe meeting notes of SI “E” and develop a DRAFT of a new SI “E”- Elaine, to be completed by 6/28/02
- ✓ Vision Statement – Committee – Heather and Arlan will communicate and wordsmith statement; statement will be e-mailed to all by 9/5/02 in preparation for 10/02/02 meeting.
- ✓ Next meeting agenda items to include
  - IPAC decision
  - Buy-in information
  - New facilitator and note taker for the group
  - Next meeting date – Friday, September 20, 2002 @ Caldwell Public Library 10 A.M. – noon

### **MEETING REVIEW**

- |                                                                                                                                            |                                                                                                                                                                    |
|--------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> <li>+ facilitator helps</li> <li>+ coffee helps</li> <li>+ participation</li> <li>+ recorder</li> </ul> | <ul style="list-style-type: none"> <li>- agenda out earlier</li> <li>- Friday - ugly</li> <li>- issue papers when appropriate ahead of time (Pros/Cons)</li> </ul> |
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REVIEW OF STRATEGIC ISSUES AS FORMULATED IN THE  
LYNX! CONSORTIUM STRATEGIC PLAN 1999-2001

- “A”            Governance**
- “B”            Funding Challenges**
- “C”            Automation and Technology Resources**
- “D”            Provide Services**
- “E”            Growth and Expansion**
- “F”            Balance needs with Requirements**
- “G”            Communicate Issues and Information**

All validated; did not discuss wording