

**MINUTES  
OF THE REGULAR MEETING OF THE PLANNING AND OPERATIONS COMMITTEE  
OF THE BOARD OF TRUSTEES OF THE PARK RIDGE PUBLIC LIBRARY HELD  
MARCH 11, 2008 AT 7:35 P.M. IN THE MEMORIAL ROOM OF THE LIBRARY**

**ROLL CALL:**

PRESENT: Shlomo Crandus, Chair; Margaret Harrison, Dorothy Hynous, Eileen O'Neill-Burke, Library Board; Janet Van De Carr, Library Director; Linda Egebrecht, Library staff.

ABSENT: None.

**Approval of Minutes**

Mrs. Harrison made a

**MOTION:** To approve the minutes for the Planning and Operations Committee meeting held February 12, 2008.

Ms. Hynous SECONDED the motion.

MOTION PASSED UNANIMOUSLY.

**Strategic Plan Quarterly Review**

The Committee reviewed the Strategic Plan for its quarterly update. Mrs. Van De Carr informed them that the up-to-date database of community contacts is due in April.

It was decided that the visit to a Library would be Northbrook. Mrs. Van De Carr will attempt to arrange a Tuesday night visit, but not on a regular meeting night. Questions will be ready by the next Committee meeting.

One goal is to increase the number of registered library card holders to 70% registered. The Committee discussed options for a registration drive. One suggestion was to have a registration table at the Taste of Park Ridge like we have done in the past. The Library has done a mailing to the new townhouses off of Busse and Touhy, and to the residents in the Trader Joe's building.

The next presentation to the City Council may be June or July. Mrs. Van De Carr sent the Strategic Plan to the Aldermen. A sign-up sheet will be created so that each Board member can list which Alderman they will contact to see what they think of the Strategic Plan.

The Committee discussed the Feasibility Study. It was determined that the Committee will wait for the community survey results in order to outline the study and how it will communicate the Library's mission.

Mrs. Van De Carr announced that the City Council will start interviews for a new City Manager, with the goal that the new person will start in June. The Committee decided that two trustees should go with Mrs. Van De Carr to the first meeting with the new City Manager.

Mrs. Van De Carr informed the Committee that as of March 7, NIU (Public Opinion Laboratory of Northern Illinois University (NIU/POL)) had 50 completed surveys. The Survey is going smoothly and nothing needed tweeking.

**Adjournment:** 8:11 p.m.

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Shlomo Crandus, Chair