



## Agenda

### Meeting of the Board of Trustees of the Grand Marais Public Library

Thursday, November 20, 2025 at 5 PM | Location: Grand Marais Public Library

#### A. 5:00 PM Call to Order

#### B. Roll Call and Introduction of Visitors

#### C. Open Forum

*The public is invited to speak at this time. Open Forum is limited to one half-hour. No person may speak more than five (5) minutes or more than once. Each subject will have a limit of ten (10) minutes. Board members may ask questions of the speaker. With the agreement of the Board, such matters taken up during the open forum may be scheduled on the current agenda or future agenda.*

#### D. Approve Consent Agenda

- Approve Agenda
- Approve October Minutes
- Approve Payment of Bills

#### E. Library Friends President: Staci Drouillard

- Providing a quarterly update

#### F. Library Director's Report:

#### G. Communications

- St Paul MN Foundation: Fund Statement

#### H. Old Business

- Library Performance Review

The Grand Marais Public Library increases knowledge, inspires creativity, removes barriers, and builds community across Cook County.



## Minutes

### Meeting of the Board of Trustees of the Grand Marais Public Library

Thursday, October 23, 2025 at 5 PM | Location: Grand Marais Public Library

#### A. 5:00 PM Call to Order

#### B. Roll Call and Introduction of Visitors:

Sara McManus, President  
Kevin LeVoir, Vice President  
Sue McCloughan, Trustee  
Nancy Giguere, Trustee  
Elektra Branwen, Library Director  
No Visitors

#### C. Open Forum

None

#### D. Approve Consent Agenda

- Approve Agenda
- Approve Minutes
- Approve Payment of Bills
- **Kevin LeVoir moved to accept the consent agenda with an amendment:** Minutes should show that Nancy Giguere did not attend the September meeting. **Sue McCloughan seconded. Passed unanimously.**

#### E. Library Director's Report: Amanda St. John, Library Director

- Staffing updates included professional development for the children's librarian, the hiring of a new clerk, and the continued search for a librarian 1 and a clerk.
- This month's programs featured master teachers offering instruction and hands-on learning. *Colorful Coiled Baskets* (30 participants) and *Indigenous Peoples Day Celebration: Carving Your Clan* (14 participants) provided opportunities for high-level, individualized instruction—free of cost and accessible to all.

#### F. Communications

- St Paul MN Foundation: Fund Statement. No discussion.

#### G. New Business

- **Adopt a calendar for 2026 Board meetings.** The proposed calendar maintains meetings on 4<sup>th</sup> Thursdays at 5PM with exceptions around the November and December holidays. **LeVoir moved to adopt the calendar as proposed. McCloughan seconded. Passed unanimously.**



**Marais Public Library**  
Avenue West | PO Box 280  
Marais, MN 55604-0280  
maraislibrary.org | 218.387.1140

---

- **Adopt holiday closures for 2026.** Discussion focused on 4<sup>th</sup> of July, which affects two business days. Director advised closing on the holiday itself and providing as much public service as possible by staying open on Friday. **LeVoir moved to accept the closures as presented. Giguere seconded. Passed unanimously.**
- Review of Library Performance. Trustees sought to clarify and select priorities for 2026. Discussion focused on implementation of the strategic plan. Topic was tabled until November so more Trustees could contribute to goal setting.

Meeting adjourned at 5:18 pm

The Grand Marais Public Library increases knowledge, inspires creativity, removes barriers, and builds community across Cook County.



## Bills

Acct.#	Description	Category	Expense	Comments
23-Oct				
<b>211</b>				
	Buck's Hardware	200	\$ 9.98	#10580020
	Buck's Hardware	220	\$14.82	#10584590
	Amazon	200	\$ 90.00	1LFT-GY1D-ccfm
	Amazon	435	\$ 25.62	1LFT-GY1D-ccfm
	Amazon	200	\$ 57.64	1QDT-6CPG-9633
	ARROWHEAD LIB SYS	200	\$ 18.50	#15355
	ARROWHEAD LIB SYS	435	\$12.00	#15355
	DEMCO	200	\$ 109.48	#7704948
	VESTIS	310	\$ 154.31	#2630474245
	TAPROOT LANDSCAPING	310	\$ 725.03	#819
	Arrowhead broadband	321	\$ 206.63	10/20/25 bill
	NorthShore Waste	310	\$ 46.80	#115286
	AJ Jones	330	\$ 185.50	ALS HQ for CLAS Meet
	Petty Cash	330	\$ 10.00	ALS HQ for CLAS Meet lunch
	Petty Cash	447	\$ 10.34	Johnsons
	Amazon	435	\$ 12.97	1JJJ-XNTV-1D3V
	Amazon	435	\$ 24.95	1GNK-NPJ1-JGXT
	Amazon	449	\$ 26.56	1GNK-NPJ1-JGXT
	Amazon	435	\$ 193.78	1MWJ-QVXH-PMNF
	Amazon	435	\$ 17.95	13GN-JHHG-CWPD
	Amazon	435	\$ 27.94	113J-639T-4LRQ
	Drury Lane	435	\$ 37.95	CO#000137-1
	Ingram	435	\$ 428.56	#90924709
	Ingram	435	\$ 156.74	#91353026
	Mid-America	435	\$ 74.85	#0075072
	Sundew	449	\$ 336.95	Date 10/15/2025
<b>0</b>				
<b>211</b>				
<b>SUBTOTAL</b>			\$ 3,015.85	
<b>215</b>				
	Drury Lane Books	447	\$ 1,064.00	Date 10/19/25
<b>\$ -</b>				
<b>215</b>				
<b>SUBTOTAL</b>			\$ 1,064.00	
<b>\$ -</b>	<b>TOTAL</b>		\$4,079.85	



## Bills

11/5/2024

Acct.#	Description	Category	Expense	Comments
<b>211</b>				
	Amazon	200	\$ 32.24	17FQ-DFMC-9J36
	Amazon	200	\$ 24.92	1HCM-44VM-CFQP
	Amazon	200	\$ 32.90	17X3-TNKM-MKVN
	Buck's	200	\$ 73.25	1059007; 10598409
	Metro Sales	310	\$ 84.38	INV2917313
	Two Harbors Public Lib	310	\$ 226.80	#42
	Vestis	310	\$ 154.31	#2630483906
	Amazon	330	\$ 15.99	1F6X-WR4Q-6DDY
	Amazon	447	\$ 20.89	1F6X-WR4Q-6DDY
	City of Grand marais	380	\$ 466.91	October utilities
	Amazon	435	\$ 19.25	1C7L1PK6-C61H
	Amazon	435	\$ 24.49	1G3W-JGMX-4DT7
	Minnesota Star Tribune	435	\$ 132.11	11/6 - 2/5
	New York Times	435	\$ 611.88	345F78E82541
	Amazon	447	\$ 96.91	1J46-7KC3-FD9K
<b>0</b>				
<b>211</b>				
<b>SUBTOTAL</b>			\$ 2,017.23	



## Minutes – Amended

Meeting of the Board of Trustees of the Grand Marais Public Library

Thursday, September 25, 2025 at 5 PM | Location: Grand Marais Public Library

### A. 5:02 PM Call to Order

### B. Roll Call and Introduction of Visitors:

Sara McManus, President  
Kevin LeVoir, Vice President  
Enno Limvere, Trustee  
Sue McCloughan, Trustee  
Amanda St. John, Library Director  
No Visitors

### C. Open Forum

None

### D. Approve Consent Agenda

- Approve Agenda
- Approve Minutes
- Approve Payment of Bills
- **Moved by Kevin LeVoir, Seconded by Enno Limvere, passed unanimously**

### E. Library Director's Report: Amanda St. John, Library Director

- One staff resignation, position posted.
- Fall Programs underway: 39 people attended author David Hakensen's presentation about Helen Hoover.
- Added Scan-to-Email feature for technology services provided.
- The Mac laptop for programs had to be replaced.
- Facility: Front doors had several repairs. Staff Door entrance also repairs.
- Children's collection is being weeded.

### G. Communications

- Masonry Repair Estimate: More exploration needed and foundation should be checked.

### H. Old Business

- Safety and Security Improvements: Trustees discussed the proposal for adding an emergency exit in the library. Considerations included expert recommendations from the Department of Homeland Security following a vulnerability assessment, overall public safety, preservation of building integrity, financial responsibility, project



**Marais Public Library**  
Avenue West | PO Box 280  
Marais, MN 55604-0280  
maraislibrary.org | 218.387.1140

---

feasibility, comparison with other buildings in the community, and evaluating the need for this project relative to other measures already implemented. Trustees directed that the library not pursue the Emergency Exit Project.

- Security cameras are now installed.

#### **I. New Business**

- Review of Library Performance
  - All trustees are asked to send in their reviews by October 9.

Meeting adjourned at 5:25 pm

The Grand Marais Public Library increases knowledge, inspires creativity, removes barriers, and builds community across Cook County.

Amanda St John  
104 2nd Avenue West  
PO Box 280  
Grand Marais, MN 55604



# Fund Statement

September 1, 2025 - September 30, 2025  
Prepared on: October 30, 2025

370 Wabasha Street North, Suite 300  
Saint Paul, MN 55102

651.224.5463 | [philanthropy@spmcf.org](mailto:philanthropy@spmcf.org)

Enclosed are the statements for the following fund(s):

Fund Name	Fund #	Legacy Fund #
The Grand Marais Public Library Endowment Fund	182315	5330

Thank you for choosing the Saint Paul & Minnesota Foundation for your philanthropic goals.  
To access your fund online, please visit the DonorView website at <https://spmcf.org/donorview>.

For questions about this statement, please contact:  
 Mariah Brook 651-325-4269 mariah.brook@spmcf.org

**Fund Activity Summary**

<b>Beginning Balance (September 1, 2025)</b>	<b>\$48,106.41</b>
Contributions	
Contributions	\$0.00
Grants	
Grants Paid	\$0.00
Grants Returned <sup>1</sup>	\$0.00
Investments	
Interest & Dividends	\$81.47
Realized & Unrealized Gain (Loss) <sup>2</sup>	\$633.07
Administrative Fees	
Administrative Fees <sup>3</sup>	\$0.00
Other Income (Expense) <sup>4</sup>	
Other Income	\$0.00
Other (Expense)	\$0.00
<b>Ending Balance (September 30, 2025)</b>	<b>\$48,820.95</b>
Approved Grants to be Paid at a Future Date	\$0.00
<b>Uncommitted Balance <sup>5</sup></b>	<b>\$48,820.95</b>

**Investment Holdings and Performance <sup>6 7 8</sup>**

			YTD	1 Year	3 Year	5 Year
Asset Detail	\$	%		(Annualized)		
SPMF Multi-Asset Endowment Portfolio	\$48,820.95	100.00				
<b>Total</b>	<b>\$48,820.95</b>					

**Available to Grant**

Amount Available to Grant Carried Over from Previous Year	\$0.00
Spending Policy Calculation for Current Year <sup>9</sup>	\$1,870.17
Administrative Fees	(\$336.63)
Grants (Paid) Returned in Current Year	(\$1,533.54)
<b>Amount Available to Grant as of September 30, 2025</b>	<b>\$0.00</b>
Grants Scheduled to Be Paid in the Current Year	\$0.00
<b>Pending Amount Available to Grant as of September 30, 2025</b>	<b>\$0.00</b>

## Fund Statement Terms

*Please note: some definitions outlined below may not be applicable for your Fund.*

1. Grants returned is when a grant payment is returned to the Foundation and added back to a fund. Grants may be returned for a variety of reasons (e.g. the organization is unable to accept the funds or use the funds for the specified purpose).
2. Realized & unrealized gain (loss) may include gains or losses from the sale of assets in the investment portfolio(s) in which your fund is invested; gains or losses from a stock or mutual fund gift between the time it was received in our account and when it was sold; changes in the market value associated with the investment holdings in the investment portfolio(s) in which your fund is invested. These gains or losses are net of investment management expenses in the investment portfolio(s) in which your fund is invested. Investment expenses are the costs for related staff time, investment consultants, investment software, and taxes. Investment expenses are assessed monthly.
3. Administrative fees are assessed to cover the expenses of managing and maintaining funds and related staff time. Administrative fees allow the Saint Paul & Minnesota Foundation to continue our work in inspiring generosity, investing in community-led solutions, and advancing equity. For nonpermanent funds, administrative fees are assessed quarterly in the month after the previous quarter for most funds. For permanent funds, administrative fees are assessed annually in the first quarter of the year.
4. Other income (expense) is where accounts receivable and other credits or expenses are listed (e.g. Program Related Investment (PRI) interest, investment transfers).
5. Uncommitted balance is the total of fund assets less any grants scheduled.
6. Investment holdings are the different investment portfolios or accounts in which a fund may have assets. The holdings percentages may differ from selected investment allocations due to the nature and timing of investments and assets moving into and out of a fund. Visit the DonorView website to see or change investment allocations, if applicable.
7. Investment performance is the overall performance for the investment portfolio(s) in which your fund is invested. Performance detail is shown in the quarterly statement.
8. Cash balances are short-term in nature and do not include money market investments. A positive cash amount is the result of a gift waiting to be invested in the fund's selected investment portfolio(s). A negative cash amount is a grant and/or fee that was paid during the month and will be moved out of the fund's investment portfolio(s). Cash transactions occur on the 1st business day of the month. This may not be applicable in a statement if there is no such activity in the fund during the statement timeframe.
9. The current spending policy is 5 percent of the 21-quarter rolling average of a fund's market value. The amount to be distributed in the current year is calculated in the first quarter of the year with December 31 of the previous year as the last measurement point. Administrative fees are deducted before delivery of the annual distribution.



**Marais Public Library**  
Avenue West | PO Box 280  
Marais, MN 55604-0280  
maraislibrary.org | 218.387.1140

---

## Library Director's Report: November 2025

Prepared by: Elektra Branwen, Library Director

### Staff

- We extended a job offer for the Librarian 1 position and are moving through the hiring process.
- Our team recently completed CPR/AED certification and Fire Extinguisher training. Reviewed winter safety concerns and proactive responses—like managing icy sidewalks and wet floors—as part of our ongoing commitment to public and staff safety.

### Partnerships

- Met with Friends President Staci Drouillard to review 2025 grant activity and spending, and to discuss preliminary planning for 2026.

### Programs

- Jim Shinner's *Shipwrecked: Edmund Fitzgerald 50th Anniversary* presentation was a standout success, drawing more than 60 attendees and earning praise for its depth and storytelling.

## Trustee’s Review of Library Performance



Department: Library	Date: 11/10/2025
---------------------	------------------

**Instructions:** Utilizing current strategic plan and your own observations of the library’s performance, place an “X” in the column under the category that best describes this department’s performance in the following areas of responsibility during 2025. Please add **written or typed comments for each category**. Note especially any strengths, weaknesses, and opportunities for improvement.

Strategic Goals and Priorities	Exceeds Expectations	Meets Expectations	More is Expected	Performance Not Demonstrated	Evaluator has no basis for judgment
<ul style="list-style-type: none"> <li>The library maintains strategic goals that adequately reflect the needs of the library and the communities it serves</li> </ul>	x	xxx	X		
<ul style="list-style-type: none"> <li>Is continually progressing in the achievement of the current strategic goals</li> </ul>	xx	Xx	x		

**Comments:**

1. Meets Expectations – The expectations are high however.
2. Exceeds – The library’s strategic plan is a very ambitious one, and its thorough execution will take time. Action items in some areas (notably, Focus Area 3) have already been addressed. I look forward to the library’s addressing action items in other areas. For example, the library already inspires robust community involvement through its existing programming (Focus Area 1), and I look forward to the execution of action items in this area, which will expand that involvement.
3. More is expected - Over the past year the board has focused on safety response and clarifying financial priorities. These are important subjects, touched on by the strategic plan. But it would be good to broaden our focus in 2026 toward other aspects of the plan.
4. Meets & Exceeds expectations: The strategic goals have often been waylaid by unexpected events and emergencies! The director has done an excellent job of trying to focus on goals while dealing with current daunting emergencies.
5. More is Expected: We have had staffing challenges for many years, and there is a plethora of factors. Supporting staff appears to be the biggest challenge in our strategic plan currently.
6. Meeting Expectations: I believe we have been making progress on our current strategic goals

<b>Budget Effectiveness</b>	<b>Exceeds Expectations</b>	<b>Meets Expectations</b>	<b>More is Expected</b>	<b>Performance Not Demonstrated</b>	<b>Evaluator has no basis for judgment</b>
• Responsibly and effectively allocates financial resources to achieve the strategic goals	xx	xxx			
• Maintains a collection that is up-to-date and appealing to patrons	xxxx	?			
• Makes effective use of technology for its own operations	x	xxxx			
• Meets the community's technology needs	xx	xxx			
• Maintains the building and grounds	x	Xxxx			
• Offers appealing programs for all ages on a wide variety of topics	xxx	Xx			

Comments:

1. Meets expectations – It's appreciated that technology advances are made by the library. It's also appreciated by the community that older technologies are sometimes preserved since the technology isn't used (Ex: Fax). I wish the audiobook collection was able to be expanded as I use it all of the time and am running out of things I want to hear.
2. Exceeds – Resources are used effectively. The collection is outstanding for a small library, and patrons have additional options through the Arrowhead Library System. The library maintains up-to-date and robust technology for both in-house and public use, without overspending. Maintenance needs are seen to promptly, and programs attract a wide range of community members.
3. Meets Expectations -- The high circulation numbers reflect the community's satisfaction with the collection. The library has seen strong attendance at events.
4. Exceeds Expectations (Offers appealing programs): Programming for our library is excellent for its small size.
5. There have been and still are plenty of facility challenges. I think we are addressing them effectively. Our technology meets the needs that I hear of. There is always appetite for adding more/different tech, but I do not think this area needs pushing compared to other priorities.

Marketing & Publicity	Exceeds Expectations	Meets Expectations	More is Expected	Performance Not Demonstrated	Evaluator has no basis for judgment
<ul style="list-style-type: none"> <li>Keeps the public informed about library functions, events, and activities</li> </ul>	x	Xxxx			
<ul style="list-style-type: none"> <li>Use of local media (WTIP, newspapers, Boreal)</li> </ul>	x	Xx?x			
<ul style="list-style-type: none"> <li>Use of social media and web platforms (Library website, Facebook, Instagram, etc.)</li> </ul>		XXXx	x		
<p>Comments:</p> <ol style="list-style-type: none"> <li>Meets Expectations – the expectations are high.</li> <li>Exceeds – The library has a good public presence in the community. Programs are publicized via news releases emailed to stakeholders and local media outlets. The Director has been interviewed many times on WTIP. The website is up-to-date and functional.</li> <li>The director has done a good job of promoting library events and activities, as seen by high attendance and large participation rates. The library’s website and social media feeds are due for an update and should be budgeted for in 2027.</li> <li>Meets Expectations ? (Use of local media): I see postings on social media, but never catch anything on WTIP or the newspapers because I don’t listen or subscribe. Social media is adequate but not extraordinary.</li> </ol>					
<p><b>Successes:</b></p>					
<ol style="list-style-type: none"> <li><b>What specific aspects of the library’s work align with our mission to foster creativity, learning and connection?</b> <ul style="list-style-type: none"> <li>The programs sponsored.</li> <li>In addition to a broad range of special events and activities, the library provides an important physical space where community members can gather in both organized and spontaneous ways. Being open on Saturdays and Wednesday evenings, in addition to regular Monday through Friday hours, is valuable.</li> <li>Programming directed to meet this community’s interests and needs.</li> <li>I think the programming especially speaks to that mission. I especially believe getting younger people in and exposed to the library has the biggest impact, but there are plenty of people of all ages engaged in the programming.</li> </ul> </li> <li><b>Significant accomplishments this year:</b> <ul style="list-style-type: none"> <li>Better understanding of the city’s bookkeeping process.</li> <li>Completing ASHP installation, improving workplace safety, clarifying fund sources and uses, including programming in 2026 budget</li> <li>Solving some safety concerns, as well as increased safety and security training.</li> <li>Working through security concerns is not over, but I think it is worth noting the work that has been put into</li> </ul> </li> </ol>					

exploring options and the steps to address the concerns.

Answers that applied to both questions:

- Programming was diverse and very well attended. Some examples: presentations focused on aspects of Ojibwa culture; regional history, ecology, geography; crafts for kids and adults. The summer reading program was very popular with some presentations drawing 80 – 90 people.
- Many foundational policies were updated or created: The Bylaws of the Board of Trustees were revised to better reflect the scope of their responsibilities; the financial policy was revised; the library’s emergency action plan (EAP) was updated and integrated into the City EAP; and a new patron conduct policy was created, along with a security camera policy.
- Extensive work was carried out to improve safety and security in the library. This included installation of security cameras, installation of a street light to illuminate staff parking areas, and various staff trainings.

**Opportunities for improvement:**

**1. Where does the library not meet the needs of its patrons, miss key opportunities, or stray from its strategic priorities?**

- I have not seen or been aware of missed opportunities.
- The library is due for an assessment of how it is meeting the needs of patrons and community members who are not yet patrons.
- Not sure this is the right question. The library does address very diverse needs. When it has strayed from strategic plans, it was forced to do so by external events.
- Supporting staff appears to be lacking, though I know the issue has been identified and worked on. There is more work to do.

**2. For each area of concern, describe the issue, its impact, and what success would look like in this area?**

- I’d like to see more time available for the director to focus on real library tasks and not so much on “putting out fires”.
- Staff turnover appears to be more significant lately. It is a small team, so any staffing changes has significant impacts on the rest of the team. This, in turn, can affect the service we can provide patrons. Success would look like higher staff retention.

Answers that applied to both questions:

- The library did **not** miss key opportunities or stray from its strategic priorities. And in general patrons appear happy with library services. However, considerable time was spent revising and updating administrative policies, and improving public safety in the library. Now that this has been accomplished, and with the addition of new staff, there will be more time to deal with the unfinished action items in the strategic plan—especially those in Focus Area 1, which center on community involvement.

Overall Performance (Select One Description)	Exceeds Expectations	Meets Expectations	More is Expected	Performance Not Demonstrated
	x	xxXx	x	

What overall goals would you recommend for 2026?

- Service to patrons
- Extending services beyond Grand marais as suggested by strategic plan
- Collection Development
- Developing Collection
- Library atmosphere
- Creating a healthy, happy workplace environment with camaraderie and good will amongst staff.
- Renewed focus on Strategic Plan implementation.
- Greater focus on the action items of the strategic plan concerning community involvement.
- Long term planning for capital replacements
- More training for Trustees, especially on their role in capital planning, as noted in Focus Area 2 of the strategic plan.
- I hope that team building is emphasized in the next year.
- I hope we continue popular programming and continue to explore more opportunities to partner and program.

# Library Strategic Plan | 2024 - 2027

**Approved By:** Library Board of Trustees  
**Adoption Date:** February 2024  
**Last Reviewed:** May 2025

## Focus Area 1: The Library inspires robust community involvement

The Library attracts a wide range of stakeholders to participate in its vitality, by establishing relationships with the next generation of library users, strengthening relationships with communities and groups that have cultural or physical barriers to enjoying the library, and forging new strategic partnerships with local businesses.

### Action items:

- Survey the community (what services do you want, what groups are underserved)
- Request meeting(s) with Grand Portage Community leaders to find partnership opportunities
- Visit classrooms countywide to promote services and generate ideas for new services
- Create a user guide for people wanting to access library services
- Promote library services directly to underserved groups
- Establish strategic partnerships with 3 businesses to provide extended service
- Collaborate with 3 largest J-1 visa sponsors to welcome workers and promote services

## Focus Area 2: The Library leadership uses financial resources wisely to honor public and private contributions

Library Leadership uses contributions in combination with levied funds to ensure the continuous development of services, supporting personal development of all Cook County residents. To honor public and private contributions the plan will include commitments to 3 key areas:

1. Professional board training on their role in capital planning
2. Regular review of contributions and levied funds to achieve strategic goals
3. Publicize the plan and results

### Action items:

- Provide training for new board members on their role in capital planning
- Develop a policy for allocating contributions
- Institute annual board review of contributions & levied funding's dynamic application to further strategic goals
- Publicize quarterly and annual updates highlighting the use of contributions & levied funds

**Focus Area 3: The Library provides staff and leadership the environment and resources they need to provide quality service**

The Library supports staff in providing quality service to the community by investing in staff training and development opportunities, as well as the facility, its furnishings, and technologies.

**Action items:**

- Replace Lighting
- Identify and replace top 5 tech items/furnishings to improve staff productivity
  1. Installed silent alarms.
  2. Replaced Staff PCs.
  3. Replacing Public PCs—scheduled for 2026
- Facility investments
  1. Explored building modifications to improve safety and security.
  2. Implemented installation of security camera system.
  3. Explored installation of an additional emergency exit.
- Offer each staff member one elective training opportunity annually (training focus areas to be demonstrably related to safety and security in the library; or the implementation of new safety protocols).
- Trustees and staff develop a 10-year plan for the facility

**Focus Area 4: The Library provides service to underrepresented and underserved parts of the county**

Every community member feels welcome and encouraged to take advantage of library services that meet their needs.

**Action items:**

- Promote mail-a-book service
- Conduct pop-up library events
- Augment collection to attract underserved members of the county.
- Host events that attract underrepresented and underserved members of the county