

Oaxaca Lending Library 2018 Action Plan

<i>Area</i>	<i>Action</i>	<i>Who</i>	<i>When</i>
<i>Programs</i>	Outreach – 9 lectures in Spanish. Add 2 new institutions	Community Outreach Committee	Summer 2018 ongoing
	Teens subsection Increase Spanish collection	Books Committee	Summer 2018
	Continue development of Saturday Programs	Adriana, Nancy, Flor, Karen	Ongoing
	Convene planning meeting and a season wrap up evaluation meeting	Events Committee Chairs	Spring 2018 and then Spring 2019
	Plan weekly events Gather feedback create resource list recruit two new volunteers Plan 1 overnight winter event	Out and About Committee	Fall 2018
	Expand summer programming Investigate use of other venues Upgrade equipment	In House Educational Events Committee	Beginning summer 2018
	Create annual events calendar plan events for year round membership Create OLL Traditions	Special Events Committee	Beginning summer 2018

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Management	Performance Evaluations of staff	President/Manager	Anniversary dates
	Professional Development opportunities for staff	Library Manager	On going
	Confirm annual plan. Recruit new Volunteer Coordinator and Chair	Volunteer Committee	Spring 2018
	Investigate funding for paid Vol Coordinator from OLL Foundation	Volunteer Committee	Spring 2018
	Write Terms of Reference and determine level of authority	Communications Committee	Spring 2018
	Draft Communication Plan and improve communications systems	Communications Committee	Summer 2018
Area	Action	Who	When
GOVERNANCE	Revise Org. Chart	Secretary	Spring 2018
	Update Board Manual and create online access	Secretary	Summer 2018
	Initiate Board Commitment Pledges	President	April 2018
	Conduct mid-year Board Self-evaluations	President	November 2018

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<i>Area</i>	<i>Action</i>	<i>Who</i>	<i>When</i>
<i>Resources</i>	Recruit two new committee member	Development Committee Chair	Spring 2018
	Define goals and create action plan	Development Committee	Fall 2018
<i>Area</i>	<i>Action</i>	<i>Who</i>	<i>When</i>
<i>Systems</i>	Review On line Store and address issues	Tanya Lapierre with volunteers/staff who are interested	Spring 2018
	Develop and implement Communications and Marketing Plan	Communications Committee	Summer 2018