

# Strategic Planning Playlist

## Discussion Guide



## How to Use the Discussion Guide

### For Boards

Please review the questions before watching videos. The questions are designed to prompt discussion about what you learned and how to apply it.

### For Directors

Please work with the board to decide on a process for viewing these videos. Share the questions prior to watching the videos. While you can view all of the videos in the series, it's okay to select the most relevant to your library.

## Record Completion for the Public Library Standards

If your Board Continuing Education plan includes all or some of the videos in this series, you can record completion toward fulfilling the 3-hour requirement in the Administrative Rules of Montana 10.102.1158 (4).

1. At the beginning of the fiscal year create a continuing education plan. Include topics, who will do the training, how and when the training will occur. See this [Sample Video Training Plan](#)
2. Adopt the plan as an agenda item at a regular meeting of the Board.
3. Include continuing education sessions in your public meeting notice and minutes as an easy way to document achieving the standard.

## Strategic Planning Playlist Plan

Approximately 51 minutes of viewing time for all 5 videos in this collection.

Suggested length of time for pre- and post-viewing discussion is 1 hour.

Combined viewing and discussion time is approximately 2 hours.

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## Strategic Planning: An Overview for Public Library Trustees

[Video Link](#) (9:04)

## Written Plans: Public Libraries Survey Dashboard

[Video Link](#) (13:41)

## Using Data to Plan: US Census

[Video Link](#) (14:56)

## Strategic Planning Facilitation and Consulting Help

[Video Link](#) (3:40)

## Evaluating Your Library's Plan

[Video Link](#) (9:31)

### Before viewing the videos

Review a copy of your library's current plan.

1. What are the goals in your library's current strategic plan?
2. Has your library been able to make progress toward those goals?

### After viewing the videos

Discuss what you learned and refer to the [Public Library Strategic Planning Handbook](#) from the State Library.

- What would be helpful for you to learn about your community that you don't already know?
- What data would be helpful for future planning?
- What aspects of strategic planning will you need to learn more about so you can update or create a successful plan?
- Who is accountable for implementing your plan? How can you support implementation?
- Do you need a facilitator to help with the strategic planning process?
- What needs to be done tomorrow? Next week? Next month? In the next 6 months?