

The Lakeland Cooperative Advisory Council SWOT Analysis

Issues, Ideas, Initiatives

July 12th, 2018

Staffing Issues

LLC current staffing limits projects that can be addressed
Current budgeting is restrictive in regards to flexible hours for PTE
Current staff are spread too thin and often not able to focus on their priorities.

Staffing Ideas

Increase staffing
Provide more flexibility within the staffing line items
Reevaluate job descriptions

Governance Issues

Improve Decision Making Process
Make Participation Easier
Break down perception of differences
Improve flow of communication

Governance Ideas

Improve Committee and Governance Structure
Remove Geographical Barriers
Focus on Commonalities, Cooperation, and Results
Allow Constructive Input and Feedback

Technology Issues

Connectivity between the 3 ILS systems
Continue Group Purchases
Better training, more training, stay ahead of technology
Better Inform Patrons of Options
ILS Strategic Plan

Technology Ideas

Shared access to the appropriate modules for expedited delivery/returns
Improve e-resources and patron access services
Remote training and online training opportunities, info sharing
Patron Tutorials (Training) , Patron and Staff Portals and Handouts
Share with all LLC members

Advocacy Issues

Promote advocacy awareness of current issues
Share our collective knowledge/expertise within and outside of LLC
Reach out to our communities and meet their needs

Advocacy Ideas

Effective information sharing and cooperation
3rd Grade Literacy Initiative and Adult Literacy Initiative
Use the Board and Council Meetings as vehicles for development

Staffing Initiatives

Increasing administrative assistant from two days to full time
Add additional day for bookkeeper and hours for IT support specialist
Better utilize current and new staff positions to meet member needs more effectively

Governance Initiatives

Review Bylaws, Plan of Service and Meeting Calendar, Establish guidelines for meetings.
Regional meetings, Attend countywide library meetings, Web attendance for some meetings
Strengthen the role of the ILS and Advisory Council, Online newsletter, database, wiki etc.
Upgrade e-mail server, create better distribution lists for Job and For Sale items.
Establish guidelines for productive meetings and discussions. Create user groups when needed.

Technology Initiatives

Work with IT staff at GRRPL, KDL and LLC to create scripts or other means of access
Improve Overdrive and RBDigital options, Revisit Collection HQ in terms of training etc.
Look at Novelist, new OPAC option, Zoom and Niche Academy and other training/
training/tutorial options. Also look at Wiki-like info sharing, Patron Online Registration,
Online Tutorials, Shoutbomb Bookmark, Saranac handout on digital resources.
Follow the plan and keep members in the loop. Be proactive, Replace Servers.

Advocacy Initiatives

Work with stakeholders, MLA, Library of MI, MCLS, MLCA, etc. Set up an online presence.
Student Card and other options.
ALA Advocacy Toolkits, set up an LLC Knowledge bank/Wiki/info sharing vehicle