

The Lakeland Cooperative Advisory Council SWOT Analysis

Issues, Ideas, Initiatives

July 12th, 2018

<u>Staffing Issues</u>	<u>Staffing Ideas</u>	<u>Staffing Initiatives</u>	<u>Staffing Implementation</u>
<p>LLC current staffing limits projects that can be addressed</p> <p>Current budgeting is restrictive in regards to flexible hours for PTE</p> <p>Current staff are spread too thin and often not able to focus on their priorities</p>	<p>Increase staffing</p> <p>Provide more flexibility within the staffing line items</p> <p>Reevaluate job descriptions</p>	<p>Increasing administrative assistant from two days to full time</p> <p>Add additional day for bookkeeper and hours for IT support specialist</p> <p>Better utilize current and new staff positions to meet member needs more effectively</p>	
<u>Governance Issues</u>	<u>Governance Ideas</u>	<u>Governance Initiatives</u>	<u>Governance Implementation</u>
<p>Improve decision making process</p> <p>Make participation easier</p> <p>Break down perception of differences</p> <p>Improve flow of communication</p>	<p>Improve committee and governance structure</p> <p>Remove geographical barriers</p> <p>Focus on commonalities, cooperation, and results</p> <p>Allow constructive input and feedback</p>	<p>Review Bylaws, Plan of Service, meeting calendar, and establish guidelines for meetings</p> <p>Regional meetings, attend countywide library meetings, web attendance for some meetings</p> <p>Strengthen the role of the ILS and Advisory Council, online newsletter, database, wiki etc.</p> <p>Upgrade e-mail server, create better distribution lists for Job and For Sale items</p> <p>Establish guidelines for productive meetings and discussions, create user groups when needed</p>	
<u>Technology Issues</u>	<u>Technology Ideas</u>	<u>Technology Initiatives</u>	<u>Technology Implementation</u>
<p>Connectivity between the 3 ILS systems</p> <p>Continue group purchases</p> <p>Better training, more training, stay ahead of technology</p> <p>Better inform patrons of options</p> <p>ILS Strategic Plan</p>	<p>Shared access to the appropriate modules for expedited delivery/returns</p> <p>Improve e-resources and patron access services</p> <p>Remote training and online training opportunities, info sharing</p> <p>Patron tutorials (training) , patron and staff portals and handouts</p> <p>Share with all LLC members</p>	<p>Work with IT staff at GRPL, KDL and LLC to create scripts or other means of access [to ILS]</p> <p>Improve OverDrive and RBDigital options, revisit collectionHQ in terms of training etc.</p> <p>Look at NoveList, new OPAC option, Zoom and Niche Academy, and other training/tutorial options, also look at wiki-like info sharing. Patron Online Registration, online tutorials, Shoutbomb Bookmark, Saranac handout on digital resources</p> <p>Follow the plan and keep members in the loop, be proactive, replace servers</p>	
<u>Advocacy Issues</u>	<u>Advocacy Ideas</u>	<u>Advocacy Initiatives</u>	<u>Advocacy Implementation</u>
<p>Promote advocacy awareness of current issues</p> <p>Share our collective knowledge/expertise within and outside of LLC</p> <p>Reach out to our communities and meet their needs</p>	<p>Effective information sharing and cooperation</p> <p>3rd grade literacy initiative and adult literacy initiative</p> <p>Use the Board and Council Meetings as vehicles for development</p>	<p>Work with stakeholders, MLA, Library of MI, MCLS, MLCA, etc. Set up an online presence</p> <p>Student card and other options</p> <p>ALA Advocacy Toolkits, set up an LLC knowledge bank/wiki/info sharing vehicle</p>	