MEMO

To: Network Advisory Council

From: Cara Orban, Consortia Director and Tracy Cook, Lead Consulting Librarian

Subject: Library Development Plan Update

Date: March 4, 2024

To assist Library Development staff and the NAC in monitoring progress on Library Development work we created a spreadsheet that crosswalks Library Development Projects to the LSTA 2023-2027 plan.

The following resources will assist you in reviewing our work:

- LSTA 2023-2027 Plan Spreadsheet – this document will give you a sense of which LSTA items staff are working on, which items are complete, and which items are on hold. To help you see what activities are happening, we have listed the correlating MSL work plan project under the column entitled 2024 LD Goals/Projects.
- MSL Work Plan Dashboard – this will give you a sense of what activities are occurring to support the LSTA plan, which staff are responsible, and what the timeline is for completing the 2024 LD Projects.
- Program Dashboards – these dashboards display statistics about each MSL program and can be used to answer questions about usage and outcomes.

These three documents work together to answer the following questions.

1. What items from the LSTA plan are staff currently working on? (in the LSTA spreadsheet these items have no highlighting)
2. Which items are completed? (in the LSTA spreadsheet these items are highlighted in green)
3. Which items are on hold and why? Is it a capacity issue? Is it an item that is no longer relevant? Is it an item that we realize should go to another organization like MLA? (in the LSTA spreadsheet these are highlighted in yellow)
4. For items that are currently being worked on (in the LSTA spreadsheet these are the projects from the MSL work plan located in the column entitled 2024 LDD plan/projects)
   a. who is working on them (this information is in the column MSL staff responsible)
   b. what activities are taking place (this can be found in the MSL work plan dashboard)
   c. what is the timeline (this can be found in the MSL work plan dashboard)

5. For items that are being worked on (this piece is the evaluation component)

   a. What kind of use is the project getting? (program dashboard information)
   b. Is it meeting the desired outcomes? (program dashboard plus evaluation reports)
   c. which public library standards are addressed? (coming soon)
   d. should we continue, discontinue, or alter? (evaluation reports from staff)

Staff will be happy to answer any questions you might have about Library Development work, these documents, and how they relate to each other.