



WAUKESHA PUBLIC LIBRARY

321 WISCONSIN AVENUE
WAUKESHA, WISCONSIN 53186-4713
TELEPHONE 262/524-3680 FAX 262/524-3677

Bruce Gay, Library Director
bgay@waukesha-wi.gov

MEMORANDUM

TO: Library Board of Trustees

FROM: Bruce Gay, Library Director

DATE: March 15, 2018

SUBJECT: REVISED—Draft 2018 Library Director Goals

The following goals are written in the SMART goal framework (Specific, Measurable, Attainable, Realistic, and Time-driven).

- By November 30, 2018, I will have worked with a consultant, community groups, library staff, and the Board of Trustees to write a library strategic plan covering 2019-2021.
- By the end of 2018, I will have reached out and met with at least three community groups to promote the library and its services.
- By the end of 2018, I will develop a full understanding of Waukesha Public Library operations, including policies, practices and procedures, both those directly serving the public and internally.
- By the end of 2018, I will have written a project plan that will address the steps and dates needed to form a library foundation.

