

**ELA AREA PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES
Meeting of the Ad Hoc Dashboard Committee
April 10, 2018**

1. REGULAR MEETING - CALL TO ORDER

At 6:04 p.m. Committee Chair Eric Corzine called the meeting to order.

2. ROLL CALL

Trustees (Committee members) physically present: Blank, Caudill and Corzine
Also physically present: Executive Director Matt Womack.

3. Adjustments to the Agenda - none

4. Public Comment – none

5. Discussion of Statistics Dashboard Metrics and Presentation Preferences

Committee members Blank, Caudill and Corzine and Executive Director Womack discussed the purpose of a dashboard, its intended audiences, and suggested information to be presented in the dashboard. Executive Director Womack presented several examples of different dashboard presentations from various libraries.

The Committee concluded that:

- It would be beneficial for Executive Director Womack to walk the Board through the statistical information set forth in the monthly stats report.
- The dashboard should be an internal document to keep board members informed. While a public dashboard providing annual information could be prepared at a later date, the current Annual Report summary presents an excellent annual summary of the state of the library.
- Information about trends (door count, breakdown of circulation figures, and program attendance (adult, teen, and children)) would be beneficial to include in a dashboard.
- The dashboard should contain information that will assist the Board in making upcoming “big picture” decisions or interpreting our return on investment for various library materials or services.
- It would be beneficial to include information about the percentage of district patrons who have active library cards.
- Statistical event summaries (number of events, attendance at events, and average number of attendees at events) would also be helpful.
- It would be helpful for the statistics report to include the top 10 experiential items for that month.

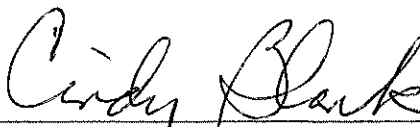
6. ADJOURNMENT

At 7:30 p.m., Trustee Blank moved to adjourn the meeting, seconded by Trustee Caudill, and with the unanimous voice vote consent of the Trustees present, the committee meeting was adjourned.



Kathy Caudill, Secretary

Approved at the Regular Meeting of April 17, 2018



Cindy Blank, President