



Strategic Plan | History/Completed G & O's

Goals and Objectives

Objectives	Year Completed	Staff	Themes	Comments
Improve internet connectivity by ongoing process to expand internet connectivity as practical and affordable.	2021	Greg Ney Tim Beckmann	Technology	Coax to Fiber project is at permit approval stage from City and IDOT, eta for CAC is October 23 and Emmerich 9/30. Complete
Apply technology for efficiency and effectiveness by the use of tablets and applications to increase efficiency (2020).	2021	Greg Ney Tim Beckmann	Technology	Staff are using tablets to change, update operational equipment
Apply technology in research and recommend alternative software systems and processes. To identify and resolve registration system issues (2021).	2021	Greg Ney Tim Beckmann	Technology	RecTrac migration complete in March, 2021
Apply technology to identify consolidated BAS Systems for facilities (2022).	2021	Tim Beckmann Greg Ney	Technology	Added to Citrix environment for Golf Dome, Musuem.
Establish the viability/need of a BG Go program and act in accordance to the findings.	2021	Chuck Burgess Debbie Fandrei Jenay Gordon Select One	Demographics	This goal has been removed as it is not a fiscally viable program.

Buffalo Grove Park District

Strategic Plan Goals Objectives

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Develop a workable communication & marketing doc that Rec Staff can use to strategize a marketing campaign for their programs/events. Focus will be on organizing and streamlining their marketing and social media requests and needs.	2021	Erika Strojinc	Communication	The marketing checklist was rolled out as a part of the brochure process. Staff have one extra week to complete and submit. So far feedback has been positive.
To develop new ways to engage program participants in giving more personal or direct feedback in program evaluation. Review what program areas can benefit from this information and have Superintendents recommend to staff.	2021	Chris Eckert Jimmy Mix	Engagement	Going forward, this will be left up to each supervisor/staff member to determine the best way for them to go about getting feedback regarding their program.
Apply technology to update the Park District staff who is working onsite, remote or off through an web base In & Out Board.	2021	Tim Beckmann T.J. Wilkes Chuck Burgess Mike Maloney	Technology	We have set up our database, supplies are in order and we have one more admin training on 10/4.. We are ahead of schedule and rollout to staff is in October 2021.
Improve internet connectivity by determining a process to accept credit card payments electronically (2020).	2021	Greg Ney Dalete Morris Lindsay Grandt Megan Baird	Technology	User accounts and training have been completed. Staff can fully use the system the first week of October.
Provide Implicit Bias training for all full time and part time staff at the Buffalo Grove Park District annually.	2021	Jessica Hersman Additonal Staff	DEI	Jessi presented a basic intro to Implicit Bias Training on October 19.
Increase Rec Department's knowledge and use of marketing and social media on an individual level by bringing in an outside consultant to present tools, tips, and tricks.	2021	Erika Strojinc Alyson Stanczak	Communication	The committee hosted Joan Scovic, Marketing Director from Northbrook PD, at a Rec Department Zoom Meeting in February 2021 (rescheduled from COVID). Information was well received and helpful to staff.
Research DEI training topics to provide mandatory trainings to full time staff annually.	2021	Jenn Foreman Jessica Hersman	DEI	Jessi and Jenn have found trainings in the areas of race relations, equity in our field, latinX, accessibility and other specific areas. They will continue to find more options as well.



Strategic Plan | 2021-2022-2023

Agency Goals and Objectives

Objectives	Completion Target	Staff	Themes	Update/Comments - April 2021	Update/Comments - October 2021
Assist the Marketing Department in the development of new website by soliciting feedback and input from the Rec Department on their likes, dislikes, and wishes.	April 2022	Erika Strojinc	Communication	In Progress	In Progress The committee has demoed the new site along with a select group of FT Staff for feedback/suggestions. Joe was able to share those with Mike. Overall feedback was very positive.
		Joe Zimmermann			
		Alyson Stanczak			
Develop and initiate a survey districtwide that aims to understand internal communication issues. Utilize the results of the survey to tackle issues and develop a plan for moving forward.	April 2022	Erika Strojinc	Communication	In Progress	In Progress Met with Supervisors to discuss areas of improvement. During those discussions, they addressed cross-department meetings, op reports, and admin meetings as opportunities for sharing more information.
Develop a new welcome packet that highlights the District's offerings, especially the major facilities and programs, so new residents are informed of the District's offerings.	April 2022	Erika Strojinc	Communication	Select One	In Progress Members met with facility managers to discuss opportunities for an updated "welcome packet". Ideas are still being worked out.
		Joe Zimmermann			
		Debbie Fandrei			
		Alyson Stanczak			



Strategic Plan | 2021-2022-2023

Agency Goals and Objectives

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Support the DEI Committee focusing on diversity in programming and events.	October 2022	Chuck Burgess Debbie Fandrei Debbie Mills Carol Lucido	Demographics	Select One Include Jessi, Mike M, and Brian O??	In Progress The DEI Committee will host focus groups discussing topics within park district events and programs. That goal ties in with Shifting Demographics and this committee will participate in that objective.
To establish a citizens committee to identify populations and cultures within the community to offer guidance for program/event offerings. Open for all staff to join.	April 2023	Carol Lucido Debbie Fandrei Chuck Burgess Diana Clayson	Demographics	Not Complete	In Progress Due to rebuilding of programs and being cautious with COVID, this goal has been pushed back to next fiscal year.
Work with the Community Engagement Committee to survey the diverse cultures representing our community to find out what is desired.	October 2022	Debbie Fandrei Carol Lucido Debbie Mills	Demographics	Not Complete	In Progress Debbie F will create a short list of survey questions. Chuck, Debbie F, Chris and Diane will get the survey questions out to various renters, groups and programs. Target completion has been pushed back.
To create programs that diverse cultures representing our community want and need that bring the community together. Open to all staff to join.	October 2022	Chuck Burgess Diana Clayson	Demographics	Select One Team up with the Community Engagement Committee??	In Progress This committee will team up with the Community Engagement and DEI committees to bring diverse programs to our community.

Strategic Plan | 2021-2022-2023

Agency Goals and Objectives

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To Create a new resident orientation booklet that gets mailed out with new resident packets monthly and offer bus tours quarterly.	October 2021	Chuck Burgess Debbie Mills Debbie Fandrei	Demographics	<p style="text-align: center;">Select One</p> Included Joe Z, Jenay, Chris E??	<p style="text-align: center;">In Progress</p> Debbie F has created post cards highlighting facilities, including contact information. Suggestion to create an infographic that describes what a park district is for those not familiar with our model.
To create a more robust outdoor fitness program for spring/summer 2022.	April 2022	Jenay Gordon Liz Sass	Demographics	<p style="text-align: center;">In Progress</p> Jenay and Liz will be working on deveoping ideas throughout 21-22 FY in order to offer new programs for spring/summer 2022.	<p style="text-align: center;">In Progress</p> Spring/Summer 2022 programming is not confirmed at this time due to COVID and the current staffing shortage. Staff are moving forward with plans and will implement as much as possible.
To identify new programs and services desired and needed by the expanding aging community. (ex. 50+ Bike Club, Gardening Plots, Try -5, Educational Gardening, etc.)	October 2022	Debbie Fandrei Additonal Staff Allison Oberst	Demographics	<p style="text-align: center;">In Progress</p> Will be developing throughout 21-22 FY.	<p style="text-align: center;">In Progress</p> Garden Plots will not happen Educational Gardening programming is being planned for Summer 2022. Other adult programs are being discussed.



Strategic Plan | 2021-2022-2023

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To monitor state legislative initiatives.	Select One	Chris Eckert Diana Clayson	Engagement	In Progress Chris and Diana continue to monitor with help from Ryan and John.	In Progress Ryan and John continue to monitor state legislative initiatives.
To host information meetings with the Village of Buffalo Grove to discuss upcoming projects.	Select One	Chris Eckert Mike Maloney	Engagement	In Progress Village met with Mike Maloney to discuss upcoming spring/summer projects and has agreed to meet on a quarterly basis. Meetings have been held on 5/11 & 9/13.	Complete Chris, Mike and Tim Howe have been meeting with the Village on a quarterly basis.
To encourage community stakeholders to actively participate in the District's public meetings and informational forums. Keep virtual board meetings an option for staff and public attendance.	Select One	Amanda Busch	Engagement	In Progress Attending virtually to an in-person board meeting is a project to hopefully be completed in the next fiscal year.	In Progress Attending virtually to an in-person board meeting is a project to hopefully be completed in the next fiscal year.



Strategic Plan | 2021-2022-2023

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Interview and hire consulting firm to help with succession planning and replacing vacant positions.	April 2022	John Short Jenn Foreman	Staffing	Not Complete Hiring a consulting firm was tabled due to COVID and budget concerns. John will contact Tracy Crawford, Executive Director of NWSRA, who presented on this subject at the state conference.	In Progress John obtained Succession Planning materials from Tracey Crawford. The materials have been shared with the committee. The committee will use the information to continue with succession planning.
Work with Social Committee on engaging staff to enhance interdepartmental interaction.	April 2022	John Short Jenn Foreman	Staffing	In Progress As COVID gathering restrictions ease, the Strategic Plan Staffing and Social committees will collaborate on ways to engage staff and build camaraderie.	In Progress The Social Committee held 2 events in the last 6 months and 3 more events are in the planning stages.
Present a general guide for district positions and how present staff can prepare to work towards filling those positions.	April 2022	John Short Jenn Foreman	Staffing	Complete Scott is designing a survey for staff to express their future career goals. Committee will develop a general career path guide for reaching those goals.	In Progress Scott sent out a survey and received results from 90% of FT staff. Each supervisor should follow up with staff individually on the task list for each position by 12/31/21.



Strategic Plan | 2021-2022-2023

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Apply technology to identify consolidated BAS Systems for facilities (2022).	April 2022	Tim Beckmann	Technology	Complete	In Progress
		Greg Ney		Added to Citrix environment for Golf Dome, Museum and adding Fitness Center for 21-22.	Golf Dome and Museum are completed. Fitness Center is 50% completed. Will be completed by the end of fiscal year.
		Dave Anderson			
Research a software that is a collaboration/document share platform (i.e Office 365, Microsoft Teams, Google Docs, Etc.) to improve communication on various task via virtual business practices.	April 2022	Greg Ney	Technology	Select One	Select One
		Tim Beckmann		Goals and Objectives is for 2022-2023	Goals and Objectives is for 2022-2023
		Lindsay Grandt			
		Megan Baird			
Research consolidation opportunities of current Security Camera Systems as well as Access Control compatibility	October 2023	Greg Ney	Technology	Select One	Select One
		Tim Beckmann		Goals and Objectives is for 2022-2023	Goals and Objectives is for 2022-2023
		Chuck Burgess			



Strategic Plan | 2021-2022-2023

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Create and send an interest survey to identify representatives from diverse populations in our community that would be willing to serve on a focus group regarding current and future Park District programming and development.	April 2022	Tim Howe Allison Oberst Dani Hoefle Brian O'Malley	Development	Select One	In Progress Created survey on Google forms. Will be sent in May of 2022. Plan is to send out community and have at special events/programs
Create and send a survey for our community to gather information and ideas regarding current and future Park District programming and development.	October 2022	Tim Howe Jenn Foreman Jessica Hersman Brian O'Malley	Development	Select One	Not Complete
Create a focus group made up of representatives from diverse populations in our community that meets periodically over the course of one year regarding "hot topics" in Park District programming and development.	October 2022	Tim Howe Allison Oberst Dani Hoefle Jessica Hersman	Development	Not Complete	In Progress Host focus group in Fall of 2022 due to COVID. Need to be realistic with comfortability of COVID.



Strategic Plan | 2021-2022-2023

Agency Goals and Objectives

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Work with event managers and producers to create and include sensory safe offerings once per quarter at two events and two performances per year.	October 2022	Alyson Stanczak Scott Spitz	DEI	Select One	In Progress The first sensory safe production will be Matilda presented in November. It will include a sensory safe space, an accessibility program with moments to watch out for.
Develop a policy and procedure on the display of special interest group's flag on Park District property to become effective during the 2022-2023 fiscal year.	April 2022	Amanda Busch Lindsay Grandt	DEI	Select One	In Progress Amanda, Lindsay and Jessi have prepared to begin a draft for a flag policy by first gathering and assessing flag policies in the area.
Schedule and host quarterly community focus groups to discuss and reflect on DEI topics and issues within Buffalo Grove Park District events, programs, parks and facilities.	April 2022	Jessica Hersman Additional Staff	DEI	Select One	In Progress Jessi and Chuck will meet to discuss how to roll out these focus groups in November to hopefully offer after the new year.
Inventory all single stall bathroom signage at all facilities to identify which stalls need updated signage. Based off needs for updated signage include costs into the 2022-23 fiscal year budget.	April 2022	Mike Maloney Additional Staff	DEI	Select One	In Progress Mike Maloney has researched and inventoried for new signs needed and has begun budgeting for all single stalls that still need updated signs.