

POWHATAN COUNTY PUBLIC LIBRARY

FIVE YEAR PLAN 2016 – 2020

Mission: The mission of the Library Board of Trustees shall be to make the Powhatan County Public Library a premier library system for all citizens of Powhatan County by anticipating and satisfying the intellectual, educational, artistic, and entertainment needs for growing numbers of our citizens using every resource available, present, or emerging.

In no particular order, the Powhatan County Public Library Board of Trustees thereby establishes the following goals and objectives:

TECHNOLOGY

GOAL: The library will continue to provide platforms for learning and recreation in all digital formats. Also, the library will participate in the county's efforts to develop and offer high capacity broadband services, therefore ensuring equal access to the Internet.

OBJECTIVES:

1. The Director will coordinate library services with county IT staff and outside consultants as needed.
2. The Integrated Library System (catalog, circulation, reports) will be maintained and upgraded as needed.
3. The Library webpage will be evaluated at least annually for content, functionality and ease of use by all patrons. The webpage and other social media platforms will be utilized and we will promote and encourage patron interaction and feedback.
4. New advances in technology will be monitored and adopted as deemed appropriate and affordable.
5. Practical, cost effective, and budgeted network improvements from IT recommendations will be implemented.
6. The Director will continue to submit E-rate applications to receive reimbursements for qualified technology services.

FACILITIES

GOAL: The library will provide clean, comfortable, secure, and inspiring facility for users. The library surroundings will serve as a catalyst to encourage our community to become more creative, innovative, and motivated, in work and play.

OBJECTIVES:

1. The current facility will be maintained.
 - a. The library will work with the county's public works department in prioritizing and developing maintenance and repair plans.
 - b. The library will pursue opportunities to partner with community horticulture groups and businesses and with the Friends of the Library to improve landscaping and library décor.
2. The library will continue to evaluate and advocate for potential satellite locations for library services in the county, based on quantified community needs, in coordination with county staff, primarily within the economic and community development departments.

STAFF

GOAL: The library will provide qualified personnel with the skills and knowledge necessary to provide effective service to the community.

OBJECTIVES:

1. The library will strive to provide more hours of service when the budget allows for additional personnel;
2. The library will continue to fill positions by hiring appropriately qualified and skilled staff.
3. The Director will conduct yearly staff evaluations following the county personnel procedures, and make salary increase recommendations as permitted.
4. The Director will conduct monthly staff meetings, to keep the staff informed and encourage open communication.
5. The library will encourage and financially support training for individuals and team development for the staff.

FUNDING

GOAL: The library aspires to be funded according to state standards for annual operations and for the implementation of objectives addressed in the five year plan.

OBJECTIVES:

1. The Director, Board of Trustees, and Friends of the Library will advocate before and during local and state budget meetings for funds to provide quality programs and services for all, while focusing on services for economically disadvantaged and minority communities.
2. The Director will continue to work with the county staff to ensure equitable financial policies are applied.
3. The Director will evaluate and apply for grants to acquire appropriate state, federal, or private foundation resources.
4. In the event that revenues are reduced, the library will attempt to deploy existing resources in new ways to accomplish identified priorities.

PROGRAMS AND SERVICES

GOAL: The library will offer services and programs that encourage reading and promote the library as a community informational, educational, and recreation center, which creates an atmosphere that encourages the generation of new ideas.

OBJECTIVES:

1. The Board of Trustees, Director, and staff will continue to promote existing services and outreach activities. The library will solicit advice and recommendations from colleagues and citizens for continued development and improvement of the services.
2. Seniors and youth are the primary target audiences for programs, but the needs of the entire community will continue to be addressed
3. The library will offer continuous, growing, and innovative services that assure access for patrons who might have difficulty using the library, and economically distressed or culturally diverse populations.

4. The staff will provide technical support and research assistance by demonstrating skills and offering training to patrons.
5. STEM based programming, encouraging the development of a future skilled workforce, will be a priority.
6. The partnership with the schools and homeschool community will be a priority and will drive all learning and educational opportunities.
7. The library will recruit volunteers, including the Friends and Teen Advisory council, to assist with program activities.
8. The Director will continue a speaking program for community groups.
9. The library will publish the Board of Trustees minutes and the state annual reports on the web site.
10. The staff will continue to expand, improve and utilize an engaging website and social media for distribution of current library events and information. This will help develop a more robust online experience to demonstrate the library's role in digital transformation and enable patrons to learn more about services.
11. The Director and the BOT will measure outcomes (telling the story) rather than simply counting activities, and communicate these outcomes to key partners and policy makers. A one page annual report will be produced at the end of each fiscal year.

COLLECTION DEVELOPMENT

GOAL: The library will continue to build a balanced, useful and enjoyable collection that reflects the diversity and growth of the population.

OBJECTIVES:

1. Materials will be purchased in a variety of formats, using professional review sources, library collection standards and community input.
2. The staff will consider new technologies during collection development and add to traditional print and online resources.
3. The staff will continue to weed and systematically evaluate materials.