

Almond Twentieth Century Club Library
2023-2028 Long Range Plan

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Mission Statement
2023-2028

The Twentieth Century Club Library continues to be dedicated to the principle of an open non-judgmental environment in which all members of the almond Community have free access to the library collections, services and public use computers in a safe and legal manner.

The library will strive to meet the ongoing challenge of making the widest possible range of recreational, informational, and educational equipment and materials reasonable available to assist patrons with everyday problems and needs. The Library will also endeavor to enrich the cultural life of the supported community by sponsoring programs, activities, and services that act as gateways to learning and social networking as well as enabling and empowering patron's growth and betterment.

The Twentieth Century Club Library believes and is dedicated to the principle that free access to the individual pursuit of knowledge will benefit the whole community.

Roles Supported by the Twentieth Century Club Library

1. Popular Material Library
2. Independent Learning Center
3. Independent Technology Center for Communications and Socialization

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Goal 1: Expand the Types of Library Materials and Systems Provided

Objectives/Actions:

1. Update reference materials and computer resources (ongoing)
2. Continue to acquire additional books by best-selling authors (ongoing)
3. Continue to expand video and audio book collections

Goal 2: Continue to Meet and Technological Needs of the Library and Community

Objectives/Actions:

1. Take advantage of ongoing training opportunities for library staff
2. Maintain and expand the Library's presence on the internet
3. Set-up additional e-book resources for access to patrons
4. Work to maintain high-speed internet access-upgrading as needed
5. Provide portable personal CD Players to patrons as needed for audio book use as well as upgrade headphones for computers
6. Develop replacement plan to keep computers and other technology current

Goal 3: Improve Physical Facilities

Objectives/Actions:

1. Upstairs painting, renovation and reorganization-including but not limited to: roof, ceiling, flooring, shelving, lighting, window treatments
2. Add attic insulation and investigate possibility of moving access point
3. Replace windows in foyer with tempered glass
4. Invest in digital signage
5. Continue identifying ways to make our building more energy efficient
6. Create a maintenance plan for care of the brickwork (treatment every 5 years)
7. Explore ways to improve the outside look and utility of the grounds, including general landscaping, driveway upgrades, and possible outdoor reading and socializing area
8. Identify and develop space for Directors to use as office

Goal 4: Seek Additional Funding Sources to Better Serve Community

Objectives/Actions:

1. Actively pursue additional tax support as needed
2. Continue pursuing State, Federal, and Commercial Grants as applicable
3. Build on community-based fundraising activities

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Goal 5: Increase Community Awareness

Objectives/Actions:

1. Actively seek new ways to publicize and promote library activities across various media (newspaper, Facebook, website, etc.)
2. Actively seek new library supported programs that would expand our services
3. Develop and distribute Annual report (sample Attached)
4. Research ways to support reforming Friends of the Library group

Goal 6: Increase Library utilization

Objectives/Actions:

1. Organize community coffees, potlucks, and other social activities
2. Seek additional volunteers
3. Develop additional children, teen and family-oriented programs
4. Develop additional adult-oriented programs
5. Promote Community use of public meeting rooms

Goal 7: Enhance Library Processes and Operations

Objectives/Actions:

1. Improves public access to library statistics, minutes and budgets
2. Support staff and trustee attendance and involvement in training and community activities
3. Develop focus groups to enhance library operations (collection development, programming, etc.)
4. Review progress toward goals quarterly and adjust as needed

Goal 8: Review and Implement Improved Administrative Processes

Objectives/Actions:

1. Review and update Library policies and publish to website
2. Review and update by-laws
3. Create onboarding/exiting process for new employees
4. Review and update job descriptions to accurately reflect duties and expectations
5. Recruit additional Board Members
6. Institute a periodic review schedule for policies, by-laws, long range plan