

The Long Range Plan of the Kingston Library

FY 2009- FY 2014

Introduction

During fiscal years 2009-2014, the Kingston Library will focus on four service goals to meet our community needs and interests. The four areas are: community enrichment, library collection development, the library physical plant, and hours of operation. For each goal, we have identified objectives, and resources needed.

Our Mission Statement

Kingston Library provides all residents with a supportive environment offering comprehensive and timely information for personal needs, growth, and enjoyment delivered in an efficient and effective manner.

Goal 1: Community Enrichment

- Increase the number of teen and adult programs by 20% each year
Timeline: each year this plan is in place
- Develop and Introduce a Public Relation Newsletter
Timeline: by the end of FY 2009
- Engage in community outreach such as satellite locations, homebound delivery
Timeline: by the end of FY 2014

Resources Needed:

- Adequate budgeting to allow for staffing and materials
- Adequate and trained staff to supervise, coordinate and implement programs
- Community partnerships

Goal 2: Our Collection

- To make the community aware of the materials that our library has for circulation through the media, our website and personal contacts.
- To allow the staff the time and resources to maintain the collection to meet and adapt to the changing needs of our patrons
Timeline for Both Bullets: ongoing for the life of this plan

Resources Needed:

- Allocate adequate money in the budget to allow staff development and training
- Allocate adequate money in staffing to allow for the implementation of this goal
- Allocate adequate money for acquisition of new materials for the collection to meet the demand of the community

Goal 3: Improve to the Physical Structure of the Library

- Develop an ongoing Maintenance Plan for the exterior grounds, including the fence, parking lot, gardens and all existing structures and embellishments within these areas

Timeline: complete by the end of F/Y 2009

- Develop a Capital Plan using the remaining Bond money allocated for the Library through a City Bond Vote in 2005

Timeline: complete by the end of F/Y 2011

- Prepare a plan for interior renovations with the assistance of the community, professionals, staff and the Board of Trustees

Timeline: complete by the end of F/Y 2013

Resources Needed:

- Allocate budget funds for the implementation of these activities
- Develop and Implement ways to raise public finds for these activities
- Enlist public partnerships to complete the above mentioned activities
- Enlist the help of staff, Members of the Board of Trustees and professionals

Goal 4: Hours of Operation:

- Extend the hours of operation of the Children's Library to match the hours of operation currently in place for the Adult Library
- Extend the hours of the whole Library, to include earlier opening times and later closing times to make access to the Library more available to the community.
- Add Sunday hours to our operating week

Timeline for All Bullets: Make at least two activities listed above a reality by end of FY 2014

Resources Needed:

- Adequate Budgeting
- Adequate Staff
- Business partnerships
- Community Partnerships