

The Long Range Plan of the Kingston Library

FY2015- FY2018

Our Mission Statement:

““The mission of the Kingston Library is to be a vital center in our diverse community that inspires lifelong learning and empowers our citizens by providing free and equal access to information, ideas, books, and technology.”

Introduction:

During fiscal years 2015-2018, the Kingston Library will focus on four service goals to meet our community needs and interest. The four areas are:

- Library Value (formerly Community Enrichment)
- Programming and Collection (formerly Library Collection Development)
- The library physical plant
- Hours of Operation

For each goal, we have identified objectives and resources as needed.

Goal 1: Library Value

- **Integrate new mission, values, and vision statement into all operations.** Timeline: End of FY18
- **Expand our community outreach such as “pop up” library with satellite “mini-library” boxes placed thorough out border areas of the City of Kingston.** Timeline: End of FY18
- **Publicize provided library electronic and remote services.** Timeline: End of FY18
- Increase awareness and participation in annual budget vote and trustee election. Timeline: Ongoing
- **Increase the positive perception of the library showcasing current initiatives.** Timeline: End of FY18

Resources Needed:

- Dedicated and committed trustees, staff and Friends.
- Adequate budgeting to allow for staffing and materials.
- Adequate and trained staff to supervise coordinate and implement programs.
- Developing and enhancing established community partnerships.
- Utilization of traditional and social media.

Goal 2: Programming and Collection

- **To make the community aware of programming and materials that Kingston Library has for circulation through media (standard and social), our website, personal contacts and any other collaborative method.** Timeline: Ongoing for the life of the library.
- **Strengthen services to Young adults in the 13 to 19 age range.** Timeline: Ongoing for the life of the library.
- **Provide expanded programs for all ages and promote diversity.** Timeline: Ongoing for the life of the library.
- **Create a calendar of adult programs throughout the year.** Timeline: End of FY18
- **To allow the staff the time and resources to maintain the collection to meet and adapt to the changing needs of our patrons.** Timeline: Ongoing for the life of the library.
- **To expand Arts programming to include local community, artists, topics, events, and exhibitions.** Timeline: Ongoing for the life of the library.

Resources Needed:

- Continue to allocate adequate money in the budget to allow staff development and training.
- Continue to allocate adequate money in staffing to allow for the implementation of this goal.
- Continue to allocate adequate money for acquisition of new materials for the collection to meet the demand of the community.
- Partner with local community, civic, faith-based and other groups to promote and support library programs.

Goal 3: Improve the Physical Structure of the Library

- **Develop an ongoing Maintenance Plan for exterior grounds parking lot, garden/trees and all existing structures and embellishments within these areas.** Timeline: Ongoing for the life of the library.
- **Finalize a plan vote interior renovations with the assistance of the community, professionals, staff and the Board of Trustees.** Timeline: complete by the end of FY18
- **Implement short-term fundraising strategies to raise revenue to meet interior renovation efforts.** Timeline: throughout FY14-18
- **Finalize a decision of the library fence by the Board of Trustees in response to community concern.** Timeline: complete by the end of FY18

Resource Needed:

- Allocate budget funds for the implementation of these activities
- Develop and implement a strategic marketing plan and grant opportunities.

- Recruit public partnerships to accomplish the efforts of this goal.
- Empower and encourage staff, members of the Board of Trustees, volunteers and relevant professions in the efforts of this goal.

Goal 4: Hours of Operations

- **Evaluate adding Sunday hours to our operating week and evaluate the interest and use.** Timeline: complete by the end of FY18
- **Evaluate hours of operation for the Children’s Library programming in response to community concern to accommodate working families.** Timeline: complete by the end of FY18

Resources Needed:

- Adequate Budgeting for extra hours.
- Adequate staffing of the building.
- Survey effort and results.