

Your Home Public Library

Strategic Plan 2020 – 2023



Executive Summary

The Your Home Public Library Strategic Planning process took place from June 2018 – June 2019. During that time YHPL conducted focus groups for board members, staff, and community stakeholders. YHPL also sought input from the community in the form of an online survey. The information gathered during this process was used in developing the library's new strategic plan.

Three core values were identified during this process.

1. Accessibility – improving access to library resources for all community members
2. Sustainability – creating a sustainable future for the library financially and socially
3. Adaptation – continual evaluation of community needs in order to offer items/programs to meet those needs

The following are four primary goals the library will focus on over the next three years that align with the core values as identified during this process.

1. Library Facilities – improving access, maintaining historical building, evaluating use of space
2. Library Development – building robust Board recruitment practices, investing in staff training
3. Library Services – improving collections, programming, and library outreach
4. Library Finances – evaluate current funding mechanisms and establish plan for the future

Mission Statement

Your Home Public Library collects and organizes materials and provides services to support the educational, recreational, professional, civic, and cultural needs of community residents. Emphasis is placed on supporting students at all academic levels, including the independent learner, and on stimulating young children's interest and appreciation for reading and learning.

Library Facilities

Project Leader: Library Director

Project Team: Board of Trustees

Purpose: The Strategic Planning process revealed that accessible parking, maintaining the historical nature of the building while meeting the changing needs of the community, and offering space to community organizations are areas where the library should focus.

Action Steps:

- By the end of 2020, conduct a parking survey to determine the needs of the library patrons.
 - Working with the Village of Johnson City, evaluate results of survey and explore possible solutions to areas of concern.
- By the end of 2020, conduct an accessibility audit to determine areas for improvement inside the building.
 - Evaluate results of the accessibility audit and create a plan addressing areas of concern while working within the guidelines of the State Historic Preservation Office.
- By the end of 2021, conduct a satisfaction survey with the community organizations, tutors, and individuals using the library's meeting rooms to determine what needs are not being met.
 - Evaluate results of the survey and implement solutions to issues identified.

Library Development

Project Leader: Board of Trustees

Project Team: Library Director, Librarians

Purpose: A commitment to Board and staff recruitment and development is a commitment to the growth of the library. The library must make it a priority to find ways to invest in its greatest assets.

Action Steps:

- By the end of 2021, evaluate current trustee recruitment practices to develop a Trustee Recruitment Procedure and establish a committee to focus on future board recruitment.
- Each year, dedicate one day per year to staff training.
 - The Director is responsible for organizing outside speakers to present on topics relevant to current issues and trends.
- Each year, budget for and encourage staff and board members to attend outside trainings and conferences.

Library Services

Project Leader: Library Director, Adult Services Librarian, Youth Services Librarian

Project Team: Library Assistants, Senior Library Clerk

Purpose: Library services should continually evolve to anticipate and meet the needs of the community.

Action Steps:

- By the end of 2020, compile a list of all current organizational partners and brainstorm future partnerships.
- By the end of 2020, complete a Program Audit to determine if the library is meeting the current needs of the community.
 - Evaluate the results and work to offer new programming as needed.
- By the end of 2021, develop and implement a technology plan in order to keep the library's equipment up to date on a regular basis.
- By the end of 2021, analyze the library's collections and usage to determine how to allocate materials budget.

Library Finances

Project Leader: Board of Trustees

Project Team: Library Director

Purpose: A financially sound library is crucial to the sustainability of the library and the ability to serve the community.

Action Steps:

- By the end of 2021, evaluate the current funding mechanism and explore alternatives if deemed necessary.
- Pass fiscally sound annual budgets that do not draw from cash reserves.