

LONG RANGE PLAN OF THE PHILMONT PUBLIC LIBRARY

The Philmont Public Library's patron-driven Long Range Plan is strategic, relevant, and forward-thinking. Based on current use, demographics, patrons' input, staff experience and research, we better understand how our patrons use the library and what they want. We also have developed a better understanding of how our community views the library and the steps needed to create new relationships and maintain our current bond with the community.

We will continue to provide high-quality library services through print and electronic collections, equipment, research assistance, accessible technology and successful and relevant programs for children, youth and adults.

LONG RANGE COMPONENT DEFINITIONS

MISSION STATEMENT: A concise declaration of the purpose of an organization

VISION: A brief explanation that defines where the organization wants to be in the future

CORE VALUES: The values that define, inform, and guide an organization; the underlying justifications for its actions

GOALS: Broad statements describing desirable end results toward which an organization will work over the long term

OBJECTIVES: Specific statements of results to be achieved to implement a goal

MISSION STATEMENT

It is the mission of the Philmont Public Library (Library) to offer all members of our community a variety of resources and opportunities with which to further their knowledge and cultural enrichment. We especially recognize our responsibility to serve the youth of our community by fostering the excitement of learning and the joy of reading. The Library's ultimate mission is to serve and be responsive to the changing needs of our community, continually seeking to establish and promote an environment in which the personal and cultural diversity of all individuals is accepted and respected by all staff and patrons.

VISION

To be a major contributor to the intellectual growth, cultural vibrancy, occupational and recreational opportunities, and socioeconomic well-being of our diverse community

CORE VALUES = CARING

Committed: We are committed to creating a welcoming environment that ensures the safety of both the public and staff and provides a comfortable, exciting place where people can interact, discover, and explore.

Accessible: We try to serve all patrons fairly and equitably, and seek to remove physical obstacles so that the cultural and educational opportunities we offer are accessible to all potential Library users. We provide Library services at no charge whenever possible.

Responsive: We work to provide exceptional service in which all requests for assistance are prompt, objective, knowledgeable, and confidential. We aim to respond to the needs and questions of our patrons with consistent dedication, diligence, and creativity.

Inclusive: We honor diversity and inclusion. We seek to represent all people in our collections and services, and we take pride in presenting a variety of stimulating programs to meet the needs and the interests of all patrons in our diverse community.

Nonjudgmental: We embrace intellectual freedom and the need for our Library's collections to represent many points of view in a nonjudgmental atmosphere. Individuals are responsible for making their own choices regarding appropriateness of materials, and parents/guardians are responsible for the choices made for/by their children.

Growing: We prioritize our ability to meet the changing needs and interests of our diverse and growing community. We welcome feedback and requests for resources so that we can steadily improve our efforts to help our patrons fulfill their needs and their dreams.

The Three C's

We strive to implement our vision by following the "Three C's":

COMMUNITY CREATIVITY COLLABORATION

- We engage in the **community** by harnessing people's individual talents and resources, and by supporting opportunities for people to connect through our welcoming spaces and varied programs for both youth and adults.
- We embrace **creativity** by being innovative, open to new ideas, and willing to try new things. We regularly showcase works of local artists through ongoing exhibits.
- We champion **collaboration** internally and by working together with community partners to meet goals, develop positive relationships, and maintaining open communication.

GOALS AND OBJECTIVES

Goal #1: Maintain and enhance our collections.

The core of the Mission of the Philmont Public Library is providing information to people through broad and deep collections that are representative of a wide range of thought, beliefs, and knowledge in various subjects.

We shall:

- **Provide the staff with information and training** to help patrons navigate methods of accessing, borrowing, and placing holds on both physical and digital collections.
- **Develop collections** to provide current items that are in high demand and to collect a variety of materials in multiple formats, such as books, media, equipment, and digital resources. All collections shall be re-evaluated on an ongoing basis for patrons' interest, equitable content, and condition.
- **Monitor circulation** and interlibrary loan ("ILL") reports annually to keep our collections current with general trends and our community's specific needs.
- **Re-evaluate public service hours** to provide the highest possible level of access to services and to investigate possibly needed changes to the Library's current schedule.
- **Continue to grow our collection of "things"** such as instruments, tools, learning kits, etc., and to be open to new items and themes/categories requested by patrons.

Goal #2: Provide 21st century literacies

Today's society requires enhanced skills to thrive in an increasingly information-based culture. Such programming will support the resiliency of community residents through targeting early childhood, financial, health, and social/cultural literacies. These focuses will better equip children and adult learners with the tools they need to succeed both in the present and future.

We shall:

- **Prioritize early literacy services** to develop lifelong readers and prepare children for school. We strive to provide programs, services, and spaces designed to ensure that children will enter school prepared to read and learn. We hope to encourage excitement about reading and other forms of learning with the goal of developing lifelong learners.

- **Strengthen services to school-aged children** to encourage learning through innovative and exciting programming, whether the children are educated in public school, in private school, or at home.
- **Promote and invest in digital resources.**
- **Provide financial literacy resources** to give people the knowledge and tools to make informed and sound financial decisions by making relevant information available to patrons through a variety of programs run by knowledgeable people.
- **Provide health literacy resources** to empower people in their personal health management by making relevant information available to patrons through a variety of programs run by knowledgeable people.
- **Maintain public awareness of Library resources.**
- **Re-evaluate programs annually** to insure their relevance to community needs.

Goal #3: Provide sufficient access to technology resources, and work toward digital inclusion.

The Philmont Public Library provides access to digital resources and offers individual assistance to patrons. An increasingly digitized world requires new knowledge, practice, and access to technology. The Library seeks to provide a broad spectrum of hardware and Internet connections to facilitate increasing people's digital literacy skills.

We shall:

- **Promote digital inclusion** to ensure that our entire community is aware of and has access to the wealth of information available through the Internet.
- **Provide technology assistance** to create equal opportunities for basic computer skills. Continue to train staff in digital inclusion practices including digital literacy skills and sources for low-cost home Internet/mobile phone services.
- **Provide one-on-one tutoring** for patrons whenever possible.
- **Invest in infrastructure** to ensure robust and technology-rich Library environments. Update technology products to ensure patron access to the Internet, including desktop computers, laptops, faxing, printing, copying and scanning. All equipment shall be re-evaluated and replaced as needed on a three-to-five year cycle.

- **Provide technology programming** to engage adolescents, teens, and adults in technology-based learning opportunities.
- **Investigate avenues and partnerships** to develop new technology programming.

Goal #4: Engage the community and collaborate with local leaders to support the Library's mission.

The Philmont Public Library works to bring services to the Village and surrounding areas by engaging with residents, neighbors, and other members of our community. The Library has established itself as a stakeholder in collaborating with local organizations through its creation of Philmont's Collaboration of Community Partners.

We shall:

- **Connect the community** by introducing patrons to a wide variety of resources and activities provided by agencies, organizations, and individuals throughout the community.
- **Work in cooperation with other organizations** to facilitate the dissemination of information to residents of our community.
- **Create, expand, and encourage volunteer opportunities** for people to assist Library staff, help in fundraising efforts, and advocate for the Library's support from local and state governments.
- **Increase Library usage** through partnership development to build awareness of Library services and meet the evolving needs of our diverse community.
- **Market the Library widely** to all community members, businesses, and organizations to increase public awareness of all the varied resources of the Library.
- **Offer cultural and educational programs** to provide individuals of all ages with social opportunities.
- **Explore ways to provide Library services** for underserved populations by collaborating with individuals and other community organizations.

Goal #5: Recognize staff contributions and provide avenues for professional development.

We work to provide our staff with the resources and education that they need to fulfill the mission of the Library and to give them the means to provide quality resources, services, and programs to the entire community.

We shall:

- **Increase awareness and opportunity for professional development** so that the staff is able to maintain and enhance their skills.
- **Encourage the staff to bring forth new ideas for services, resources, and programs** in order to provide the community with increasingly positive Library experiences.

Goal #6: Re-evaluate the physical space of Library facilities.

We are working to evaluate the feasibility of potential changes to the Library building.

We shall:

- **Create inventories of current spaces**, considering their limitations and potential for improving their present and future effectiveness.
- **Investigate possibilities for the future of our building**, including renovations, additions, and/or its replacement in order to:
 - maximize the efficiency and flexibility of our space.
 - increase the Library's capacity for accommodating a greater number of people at Library programs.
 - expand the Library's ability to be used by more individuals and groups than currently possible.
 - meet the growing and increasingly varied challenges for our growing community.
 - provide environmentally responsible spaces powered by green energy.
- **Assist the Village in conducting a feasibility study** to help determine how best to proceed to modify the footprint of our building in order to achieve our goals.
- **Begin fundraising and grant searches** to support current and future building needs.
- **Investigate** sustainable building practices opportunities.
- **Canvas current and potential patrons** to assess community needs and collect ideas to be incorporated into our plans.
- **Create detailed plans** for the future footprint of the Philmont Public Library .