

Maury Loontjens Memorial Library
Strategic Plan 2019-2024
Approved by the Library Trustees July 2019

LIBRARY MISSION

OUR LIBRARY IS A PUBLIC PATHWAY THAT ENRICHES OUR COMMUNITY CULTURALLY, INTELLECTUALLY, TECHNOLOGICALLY, RECREATIONALLY AND SOCIALLY.

GOAL 1: COMMUNITY NEED

The Library must be more visible to the community and address the needs expressed by the community. This will include acquiring, designing, enlarging and building new space to facilitate new programs and technology, while providing quality service and continuing to be financially secure now and in the future.

GOAL II: PUBLIC SERVICES

The Maury Loontjens Memorial Library will strive to be a valued community resource providing services and programs to residents of Narragansett and surrounding areas and to seasonal visitors.

Objective: Annually review the program offerings and monitor the content to ensure cultural, educational and entertainment value of such programming. Continue to build programs to include all age levels along with a variety of interests. Work with current staff to offer new and more frequent programming, as a new facility allows.

Objective: Staff and Trustees will participate in community oriented programs in order to create an awareness of the valuable service provided by the library. We will actively pursue a campaign to raise public enlightenment of the various technologies and programming that can improve the lives of the populace.

Objective: Provide computer classes and drop-in sessions and offer scheduled individual tutorials on technological devices. Continuously review and update our technology available to the community, and the instruction needed to navigate today's world.

Objective: Continue to publish communication in various formats and expand web based information. Continue to advertise services to the community and increase our presence in various new social media venues.

GOAL III: NEEDS ASSESSMENTS

The Maury Loontjens Memorial Library will listen and respond to the needs of the community.

Objective: By 2021, update the current Needs Assessment Document, dated 2012 (updated 2016) as required by OLIS.

Objective: Implement the Needs Assessment.

Objective: The Library will conduct periodic surveys in conjunction with educational institutions and will use this information to improve library services. Continue to poll the population to ascertain the need for new services, and work to provide those requested.

Objective: The library will use opportunities from community oriented programs to seek input from non-library users to find out what services could be provided to make the library a viable resource for them. Continue to solicit input from community members for new services and acquisitions that could benefit patrons through a “sharing space”.

GOAL IV: FACILITIES

To secure adequate physical library space as defined by the Library of Rhode Island (LORI) and ADA Standards

Objective: Continue to pursue the acquisition and complete build out of the entire Market building as a library that complies with and fulfills the Library Consultant’s plan 2012, updated 2016.

Objective: Continue to work with OLIS and coordinate on specs to gain state expertise and advice on library construction.

Objective: Continue to work with construction experts for insight on cost saving methods and materials.

Objective: Hire an experienced library architect to aid in efficient, flexible design that will work well for the community now, and into the future.

Objective: Continue to hold focus groups and design charrettes with all interested parties to ensure the library design encompasses all community concerns.

Objective: Create an inviting outside Wi-Fi space available free to the community at large.

Objective: Create a meeting space with separate entrance and exit that permits free community use when the library space is closed.

Objective: Create physical space for a collection of local historical documents and shared work space for historical research.

Objective: Continue to work with state and federal emergency agencies before, during and after disasters, continue the FEMA designation as a Heating/Cooling center.

GOAL V: FINANCIAL PLANNING

To Provide and supplement the financial growth and stability of the Maury Loontjens Memorial Library.

Objective: The library will pursue funding for a new library facility to include town issued bond, state funding as well as private fundraising and grants. Continue to fulfill the steps set out by OLIS in the Grant in Aid application to gain the maximum State reimbursement for the library building project. The library will work with the Town to issue the Bonds approved in 2016 to fund the project. The library will continue to work with a private fundraiser to maximize grant, foundation and private donor contributions.

Objective: Actively seek out and expand alternative avenues to increase funding from new sources while maintaining town, state and federal funds currently available to the library. The library will continue to seek grants and donations from various local and national sources, as a way to expand services and technology.

Objective: Continue to maintain a Friend's of the Library group with active participation from staff, trustees and patrons to assist in accomplishing the goals of the library which should include at least one major fundraising event annually. Continue to encourage a vibrant, large group in support of the library as a way of community outreach and the monetary funding of programs and other special events.

GOAL VI: STAFFING

To employ a high level of professional, friendly and competent staff

Objective: Offer and fund opportunities for staff to attend workshops, conferences and other professional development activities.

Objective: Hold in-house training sessions to maintain and improve staff knowledge of current and new technology.

Objective: Evaluate staff performance annually to encourage growth and provide goals for staff members to strive for in order to achieve a high level of service.

Objective: Follow a compensation philosophy that strives to competitively compensate library staff in relation to other libraries of similar size and scale. Ensure that all employees of the MLM Library are compensated fairly with equal treatment under federal and state guidelines and no discrimination regarding race, color, gender, religion, or ancestry is tolerated.

Objective: Review and update job descriptions as needed.

Objective: Create a library personnel manual that reflects library policy.

GOAL VII:

To pursue the official inclusion of MLM library employees as legal and valid municipal employees, fully entitled to all benefits offered to Town employees, as stated in the Town Ordinance of 1990.

Objective: To ensure each employee receives Full-Time benefits