Poplar Creek Public Library District Strategic Plan 2021-2025

LIBRARY MISSION STATEMENT

The Poplar Creek Public Library District provides materials, information, technology and cultural opportunities to enrich, empower, educate, and entertain people of all ages and backgrounds.

LIBRARY VISION STATEMENT

The Poplar Creek Public Library District is a vibrant institution that enriches life in the community by providing books and other materials for recreation and self-education, free access to technology, and cultural and informational programs that enable people to come together, share ideas and information, and pursue lifelong learning.

I. Human Resources
   A. Goal – Continue to improve communication within the Library
      1. Objective – Develop clear lines of interdepartmental communication

   B. Goal – Recruit and develop a quality library staff team
      1. Objective – Develop a recruitment plan for part-time staff
      2. Objective – Develop a program for experienced staff to mentor and train new staff.
      3. Objective – Develop a program for cross training between main library and branch

II. Physical Facility
   A. Goal – Provide a warm and welcoming environment
      1. Objective – Develop Children’s Department to be more efficient and appealing.

   B. Goal - Refresh the café with new floor and new furniture.

   C. Goal – Budget each year for the expected facility expenses as forecast in the facility study.
      a. Activity - Repair drainage problems on west side of building at sidewalk and promote the purchase of commemorative bricks
      b. Activity – Work on having a bus shelter constructed in front of library
      c. Activity - Construct a meeting room at the branch and resurface the parking lot
d. Activity - Evaluate Building structure and plan for repairs including but not limited to: foundation cracks, bridge and stairway on west side, and roof leaks

e. Activity - Explore installing solar panels on the roof of both main and branch, evaluating cost savings of solar heat

f. Activity - Develop a plan for a phased replacement of flooring

III. **Technology**
A. Goal – Maintain awareness of evolving technology and be prepared to invest in it both financially and with staff training

B. Goal – Provide the staff and the community with current technologies
   a. Activity - Upgrade public computers
   b. Activity - Upgrade phone system with E911 requirements
   c. Activity – Plan the phased installation of more and newer self check machines within budget constraints
   d. Activity - Plan developments of the studio and media lab including virtual reality and Ted Talks, create programs and budget for continued upgrades

IV. **Board and Management**
A. Goal – Encourage free exchange of ideas and growth of management and staff. Include patrons and residents in the ongoing effort to become the best library in the area.

B. Goal – Develop a working plan and budget for achieving the Excellence in Financial Reporting and Budget Award.
   a. Activity – Upgrade to Sage Software

C. Goal – Develop a program of Board Trustee recruitment and development
   1. Objective – Develop a program of continuous trustee recruitment
   2. Objective – Encourage trustees to participate in annual training sessions either in-house or with ILA

V. **Public Relations**
A. Goal – Continue to be explore ways of providing responsive library services in a changing environment

B. Goal - Develop strong relationships with other government bodies

C. Goal - Conduct a public survey in 2023

D. Goal – Teach staff and trustees to tell library stories and the impact the library has on the community
E. Goal - Bring in large public exhibits from other agencies (Smithsonian, etc.)

F. Goal – Purchase, maintain and promote a book mobile for outreach to underserved areas.

VI. **Resources**

A. Goal – Provide a broad collection for a diverse patron base
   1. Objective - Collect books, CDs, Movies and other formats in a variety of languages and to create and maintain a balanced collection
   2. Objective - Develop local history collection, both physical and digital, including oral histories
   3. Objective - Grow and promote the collection of Extraordinary things

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