

LONG RANGE PLAN

MISSION STATEMENT

The Connetquot Public Library strives to impart a lifelong love of learning to all Connetquot School District residents of any age. The library will provide access to educational, professional and recreational materials in a variety of formats along with cultural and intellectual programming for those young and old alike. These services will be achieved within an inviting, organized and accessible environment for all.

GOALS & OBJECTIVES

Goal: Expand membership base and encourage repeat usage

Objective: Enhance community awareness of services

- Streamline existing marketing procedures to be more efficient and effective.
- Implement new techniques to reach new demographics who are unfamiliar with the services of modern public libraries.

Objective: Forge strategic community partnerships

- Create a new community partnership each year to supplement our existing relationship with organizations such as Connetquot Central School District and Connetquot Cares.

Goal: Expand classes & events to serve community and demographics.

Objective: Increase class/event frequency, attendance, and relevance.

- Increase the total number of classes/events offered each quarter (2018)
- Increase the number of classes/events offered in the evenings and weekends (2018)
- Have more of these classes/events developed and conducted by existing professional staff (i.e librarians)

Objective: Optimize technology, space allocation, and staffing based on increase in classes/events offered

- Implement a streamlined and flexible registration process to accommodate the growth in classes/events offered (2018-19)
- Create an interim Adult Meeting Room with greater occupancy (2018)
- Create a permanent Adult Meeting Room in a central location (2020)
- Develop a makerspace/technology lab where creative members of our community can gather, create, invent, and learn (2018-19)
- Appoint staff to new Suffolk County Civil Service titles in order attract new and diverse candidates, such as those with backgrounds in education and social work

Goal: Improve customer experience & expectations

Objective: Optimize technology, space allocation, and staffing based on customer usage, and emerging trends.

- Relocate the Adult Services Desk to a more central location in the space and ensure staff office is in close proximity in order accommodate spikes in demand (2019)

- Develop a designated teen area, in close proximity to the makerspace/technology lab (2019)
- Reconfigure the furnishing and layout in Children's Services to accommodate the decline in collection and increase in activities (2019-20)
- Develop a café lounge (2020)
- Update the existing staff intranet to enhance cross-departmental communication
- Increase staff training/education in emerging trends, technology and services.

Objective: Optimize staff productivity

- Create new staff board room for meetings, training and performance reviews (2019)
- Relocate and secure Administrative office (2020)

Goal: Enhance the sustainability and security of facility

Objective: Optimize energy efficiency

- Replacement of roof - 1978 building (2018)
- Replacement of roof - 1984 expansion (2020)
- Gradual replacement of lighting fixtures and HVAC units as areas undergo renovations.

Objective: Increase security

- Install access control system to access all staff areas (2018)
- Institute an identification card procedure for all staff members (2018)
- Update video surveillance system (2022)

Policy 200-40

Adopted 10/11/2018

For FY 2018-19 through FY 2022-23