

***BITTERROOT PUBLIC LIBRARY***

**FIVE YEAR PLAN  
2007 TO 2012**

**JANUARY 2007**

## **SUMMARY**

This Five Year Plan will be used by library trustees and staff as a guide for attaining the goals outlined below. The primary goal is to provide programming and activities for all ages as opportunities for lifelong learning.

A renovation of the building is necessary to implement these goals. The remodel will make the best use of current space in creating a safe and comfortable environment for library users and staff.

A bequest of \$338,513.42 was given to the Library which will be used as seed money for the cost of the remodel.

During the annual budget process this plan will be reviewed to incorporate progress toward meeting the goals.

The next five year plan will be created in the calendar year of 2011 based on a new assessment of community needs.

## **MISSION STATEMENT**

Community residents from all walks of life will have access to quality library services that will:

- Provide programming and activities to support lifelong learning
- Encourage the pleasure of reading and the freedom of information.

## **PLANNING FOR RESULTS**

The results of a telephone survey, a print survey and three focus groups have been collated as a guide for providing Bitterroot Public Library services to meet the needs of the library service area for the next five years.

A prioritized list of the top most frequently identified needs:

- Adult education
- Programming for general public
- Book clubs
- Computer classes
- Service to homebound
- Book returns off-site
- Transportation and parking
- Public discourse on cultural diversity and global awareness

The library has chosen the following services to meet the identified needs:

- **Lifelong Learning:** a service that addresses the desire for self-directed personal growth and development opportunities.
- **Outreach:** informing the community of library services and providing library services to those who are unable to or do not visit the library.

## Goals for Providing Services

### LIFELONG LEARNING

Goal # 1: The community will benefit from programs for appropriate ages and interests in a safe and comfortable environment utilizing current technology to satisfy their needs for knowledge and enjoyment.

Objective 1.1 The library will provide programming for adults and senior citizens with emphasis on adult education and the needs and interests of senior citizens.

Selective activities to meet the objective:

- Offer computer training classes
- Facilitate book discussion groups
- Provide programs and classes to meet the interests of the community
- Create opportunities for public forums on local and global issues for the community good

Resources needed to implement the activities:

- Staff: The Public Services Librarian will plan and implement the programs and activities. Increase staffing to assist the Public Services Librarian.
- Collection: Purchase materials in appropriate formats to support programs and classes for life long learning.
- Facility: Enlarge public meeting room to accommodate programming. Provide meeting space for book discussion groups. Provide space for computer training. Purchase furniture for expanded services.
- Technology: Plan and implement computer and software upgrades. Purchase additional public computers, software and additional Internet access as needed. Provide appropriate technology for the public meeting room.

Objective 1.2 The library will provide programming for children and teens that will increase literacy skills, assist with schoolwork and instill the pleasure of reading.

Selective activities to meet the objective:

- Facilitate book discussion groups for grade school students and teens.
- Develop a teen advisory board.
- Provide programs and activities to meet the interests of the age groups
- Provide after-school activities
- Provide programs for parents and care-givers of children and teens.

Resources needed to implement the activities:

- Staff: Create a new position of Youth Services Librarian. Increase staffing to assist the Youth Services Librarian.
- Collection: Purchase materials in appropriate formats to support programs and activities.
- Facility: Create an area for children's activities and an area for teen activities.
- Technology: Provide public access computers in both the children's and teens' areas.

## **OUTREACH**

Goal #1: Homebound persons, nursing home residents and other groups or individuals who do not visit or are unable to visit the library will receive library services.

Objective 1.1 The library will provide library services to the home bound and nursing home residents to be measured by population served.

Selective activities to meet the objective:

- Work with other community organizations to provide services to those unable to visit the library.
- Develop transportation services in cooperation with local businesses and county and city planners.

Resources needed to implement the activities:

- Staff: Increase staffing for planning and implementing library services to those unable to visit the library.
- Collection: Purchase materials for implementing this objective which may include Large Type books, audio-visual materials and paperbacks.
- Facility: Provide work space and furniture to implement these services.
- Technology: Provide appropriate technology for staff to facilitate this service.

Goal #2: Library users will be able to return materials in an easy, safe and timely manner when they are unable to visit the library during open hours.

Objective 2.1 The library will provide book return services off-site. The service will be measured by the number of items returned off-site.

Selective activities to meet the objective:

- Install book returns in convenient venues in our service area.
- Develop mail delivery services.
- Research other means of returning materials, including working with local organizations.

Resources needed to implement the activities:

- Staff: Increase staffing to plan and implement the return materials off-site.
- Collection: No impact.
- Facility: Purchase book returns and provide delivery work space.
- Technology: Provide appropriate technology for staff to facilitate this service.

Goal #3: The Community will be informed of library services and events to encourage participation and to recognize the library as a community center.

Objective #3.1: The library will develop a marketing plan for promoting library services. Website hits and visits to the library will increase by 20%.

Selective activities to meet the objective:

- Promote library services using the media and appropriate electronic resources.
- Cooperate with local businesses, organizations and schools to promote library services.
- Facilitate promotion of library services with the Friends of the Bitterroot Public Library and the Bitterroot Public Library Foundation, Inc.
- Maintain and enhance the library website.
- Organize the library floor plan to draw in new users and to provide self guidance for regular users.

Resources needed to implement the activities:

- Staff: Increase staffing to plan and implement marketing library services.
- Collection: No impact.
- Facility: Purchase and install outdoor signage, indoor signage, display shelving for collection materials and display areas.
- Technology: Provide appropriate technology for staff to facilitate this service.

Approved by:

Ellyn Jones

2/15/07

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Chair, Board of Trustees

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Date

Gloria Langstaff

2/15/07

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Library Director

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Date