



Long Range Plan

1. Building Maintenance and Development

a. Description

- i. Our library space will be kept in working order, safe, comfortable and clean. Elements of the building that should need repair will be restored quickly and with minimal interruption to our regular operations. Regular and preventative maintenance will be undertaken to larger issues.

b. Implementation

- i. Perform routine maintenance checks on our utilities, structures and spaces.
- ii. Regularly and frequently clean library spaces.

c. Timeframe

- i. Ongoing

2. Collection Quality

a. Description

- i. Our collection will continue to be updated, maintained and developed so that we may provide the most current, quality and appealing selection to our patrons.

b. Implementation

- i. Continually add new, relevant and popular materials.
- ii. Remove underutilized materials on a regular basis.
- iii. Acquire materials that will appeal to the majority of our patron base.

c. Timeframe

- i. Ongoing

3. Outreach and Relations

a. Description

- i. Our library will inform our community of our services, programs and events, both ongoing, new or established. We also seek to partner with our community members and institutions whenever possible and beneficial to the whole of the community.

b. Implementation

- i. Keep our digital presence current and informative.
- ii. Actively work with community members and organizations.
- iii. Have in-house information available, detailing our services.

c. Timeframe

- i. Ongoing

4. Financial Stewardship

a. Description

- i. We are funded by the community and, being so, realize what an important responsibility it is to make sure that funding is put to good use. We aim to direct funding in a way that meets the needs and interests of the community and to do so in a financially efficient way.

b. Implementation



- i. Discover our community's interests and focus funding in those directions.
- ii. Consistently search for ways to provide more while staying within budget.
- iii. Apply for and obtain grant funding.

c. Timeframe

- i. Ongoing

5. Technology Training and Availability

a. Description

- i. The library will accumulate and make available current and helpful technologies. We will also offer instruction on the best uses and utilities of those technologies. Beyond the technologies provided by the library, we will also offer help with any devices or applications that patrons may bring to us.

b. Implementation

- i. Offer up-to-date and modern devices and programs.
- ii. Provide group or one-on-one training as necessary.
- iii. Provide help with patron's tech questions.

c. Timeframe

- i. Ongoing

6. Staff Development

a. Description

- i. Staff of the Anderson-Lee library will be informed and up to date regarding all current policies and best practices, allowing them to provide the best service and help to our community.

b. Implementation

- i. Ensure staff is empowered to bring their best to the library.
- ii. Offer courses detailing current and effective library practices.
- iii. Foster a team-centered environment and open communication.

c. Timeframe

- i. Ongoing.