

Dunkirk Public Library
Long Term Plan
2022 - 2025

Mission

The mission of our library is to provide unrestricted access to informational resources and services that advance lifelong learning, promote the acquisition of knowledge, encourage cultural enrichment, and provide strength to the Dunkirk community.

Vision

The Dunkirk Public Library will be a recognized source of knowledge and information, a location in which to gather and discuss a diverse array of topics, and a steadfast encourager of lifelong reading and learning. The library will offer a full spectrum of services, materials, and programming designed to support the changing needs of our community. These expectations will be delivered by a knowledgeable, well-trained staff who operate in facilities that are accessible, functional, and welcoming.

Values

- Provide patrons with ready, equal, and equitable access to library materials, resources, and opportunities.
- Function as a warm and welcoming place in which community members may gather.
- Engage in the life of our local community and continue to evolve in order to meet its changing needs.
- Establish policies and practices that maintain the responsible stewardship of the Library's financial and material assets.

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Goal 1: Community Outreach, Programs, & Partnership

Objective 1a:

- We will continue to develop and implement new programs for a range of ages and interests so as to maintain the library as a hub for culture, social interaction, and education in the community.

Action: The Library will host engaging and well-attended programs that meet a wide variety of patron needs and desires.

Timeframe: Monthly

Action: Solicit patron input and feedback for program wants/needs.

Timeframe: Monthly

Action: Seek grant opportunities and other funding sources to support programming and partnerships.

Example(s):

- CCLS Outreach grants

Timeframe: Ongoing

Focus Area: Adult Programs

- Offer programming that addresses the needs of adults in the community, such as author events, art programs, lectures, etc.
- Develop further adult programming especially in the area of computer and internet usage.

Example(s):

- Continue the monthly Adult Book Club.
- Seasonal take-home crafts.
- Tech outreach at the Senior Center.

Timeframe: Ongoing

Focus Area: Teen Programs

- Continue to seek out, develop, fund, and implement activities designed to foster positive interactions with teen/YA patrons and the library.

Example(s):

- Computer gaming competitions.
- Discord server events (Camp Half-Blood, D&D bonus sessions, Free Book Friday).

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- Board game nights (partner with Critical Gaming, Boys & Girls Club).
- Crafts and maker projects.
- D&D sessions.
- Teen Book Club.
- Summer Reading events.

Timeframe: Ongoing

Focus Area: Children's Programs

- Offer programs and materials that pique curiosity, encourage exploration and engage all learners.

Example(s):

- Crafts and "Take and Makes."
- Reading challenges.
- Book giveaways and contests.
- Story time.
- Special guests and presenters.
- Summer Reading events.

Timeframe: Ongoing

Objective 1b:

- The library will inform the community of our services, programs, and events, both ongoing and newly established.

Action: Maintain a current and informative digital presence via the library website and social platforms.

Action: Utilize local news outlets to share information.

Action: Provide in-house information and documentation available that details our services.

Timeframe: Ongoing

Objective 1c:

- Partner with school, civic, and social service organizations to create and promote events and programs both at the Library and within the community whenever such joint endeavors are both feasible and beneficial to residents of our service area.

Action: Work with local grade school and high school contacts to coordinate programs for these age groups.

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Example(s):

- Coordinate activities and share information with the high school librarian.

Timeframe: September - June, plus Summer Reading events

Action: Actively work with community members and local organizations.

Example(s):

- Collaborate with 4-H, Boys & Girls Club, Cornell Cooperative Extension, and/or Scouts, etc.
- Continue to host programs in conjunction with the CREATE Project.

Timeframe: Ongoing

Action: Bring literature and other resources to those who are unable, or less able, to come to the physical building of the library.

Example(s):

- Meals on Wheels partnership
- Curbside (parking lot) delivery.

Timeframe: Monthly

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Goal 2: Collection & Resource Evaluation

Objective 2a:

- We will continue to build and curate a robust collection of resources that meet the educational, leisure, personal, professional, and social needs of our patrons.

Action: Acquire materials and make purchasing decisions in accordance with a board approved collection development policy.

Timeframe: Ongoing

Action: Participate in the CCLS non-fiction collection development initiative.

Timeframe: Six purchases annually for two years.

Action: Consider both the results of the CCLS collection diversity survey and the needs of our community when making acquisitions.

Timeframe: Monthly

Action: Periodically review library holdings and weed aged materials.

Timeframe: Ongoing

Action: Provide patrons with access to current scholarship via digital resources.

Example(s):

- NOVELny database collection
- Library subscriptions such as Tech-Talk and Ancestry.

Timeframe: Ongoing

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Goal 3: Staff Education & Training

Objective 3a:

- Library trustees and staff members will be provided opportunities to grow professionally and increase their knowledge, skills, and expertise throughout the course of each year.

Action: Trustees and staff will complete any required trainings in a timely fashion.

Example(s):

- NYS Workplace Harassment Training.
- Annual Report “Trustee Education” requirement.

Timeframe: Annually

Action: Trustees and staff will be informed of relevant educational opportunities as they become available.

Example(s):

- CCLS informational sessions.
- Trustee Handbook webinars.

Timeframe: Ongoing and/or during staff meetings.

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Goal 4: Building & Grounds Maintenance & Development

Objective 4a:

- Present a well-maintained facility that is comfortable, aesthetically pleasing, and accessible to all members of the community.

Action: Conduct a building-wide “Engineering Review” to proactively identify features of the facility in need of upgrade or maintenance in order to forestall greater future expense.

Timeframe: Complete during 2022 - 2023.

Action: Install an ADA compliant accessibility ramp in the Children’s Room so as to facilitate Meeting Room event access.

Timeframe: Complete during 2022 - 2023.

Objective 4b:

- Our library space will be kept safe, clean, and in working order. 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.

Action: Regularly clean and maintain library spaces.

Timeframe: Daily/Weekly

Action: Perform routine checks on our utilities, structures, and spaces such as HVAC, parking lot, etc. and maintain or replace as needed.

Timeframe: Ongoing/Annually

Objective 4c:

- The library will provide computing equipment and Internet access sufficient to meet patron needs.

Action: Continually review and update our hardware, software, Internet, and Wi-Fi services to stay current with the increasing needs of the community and advancements in technology.

Timeframe: Ongoing

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Goal 5: Financial Security & Responsibility

Objective 5a:

- 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.

Action: Discover our community's interests and focus funding in those areas.

Timeframe: Ongoing

Action: Apply for and obtain grant funding to address both Library and community needs.

Timeframe: According to individual grant cycles.

Action: Establish a forward-looking budget and secure the necessary funding sufficient to ensure future growth and stability.

Timeframe: Annually

Action: Expend funds in a manner consistent with the Library mission in order to facilitate both short and long-term goals.

Timeframe: Ongoing