



Oldham County Public Library Long-Range Plan for 2009-2014

I. MISSION STATEMENT

The Oldham County Public Library is a non-profit service-oriented business whose mission is to provide for the educational, recreational and informational interests of county residents. The library's role in Oldham County, as it is historically for libraries throughout the United States, is to acquire, organize and make accessible knowledge and thereby create a culture of literacy in all citizens.

The Oldham County Public Library provides current, high demand, high interest materials in various formats. It also provides access to the Internet and performs a variety of services for community residents of all ages to help meet their personal, educational and professional needs, thus insuring a higher quality of life for the community. Special emphasis is placed on helping individuals achieve life long learning goals through independent learning and formal educational pursuits and on stimulating young children's interest and appreciation for reading and learning.

VISION: The libraries of the Oldham County Public Library system will be focal points in the community they serve, inviting places that people of all ages, interests, and abilities will turn to for entertainment, information, cultural enrichment, and friendly assistance in finding and using the resources available to them. The libraries will lead the county in providing a model sustainability in a reduced-carbon society.

II. THE PLANNING PROCESS

The areas served by the Oldham County Public Library have undergone significant changes in both demographics and economics since the implementation of the last planning cycle in 2008. An examination of data and projections from the 2000 Census, combined with feedback and information gathered directly from library patrons and members of the community, will serve as the foundation for ongoing planning process. The long-range plan will be reviewed annually by the Library Director, the library staff, and the Library Board of Trustees.

In order to identify and respond to specific community needs, the Oldham County Public Library will:

- Compile relevant census data and projections for the area served by the Library using figures from the 2010 Census.
- Conduct a regular Library User Survey to help identify patron needs, priorities, and levels of satisfaction with current services. (2009-ongoing)
- Apply for any LSTA Planning Grants available to ensure effective planning and prioritizing of future services and staffing. (2009-20014)
- Collaborate with and seek input from a wide range of groups and agencies within the community. (2009-ongoing)
- Analyze data and identify major service goals (as outlined in the American Library Association's Planning for Results: a Public Library Transformation Process). (2009-2014)
- Annually review the long-range plan and refine objectives based on timely information. (2009-ongoing)

III. GOALS

Staffing

The Oldham County Public Library System is blessed with enthusiastic, service-oriented staff dedicated to meeting the needs of their patrons and communities. The effective combination of human resources and technology has allowed the Library System to continue to provide outstanding service with minimal levels of staffing. However, as the population of the County continues to grow, so will the need for additional library staff.

Goal: Provide sufficient levels of staff and training necessary to pursue the Oldham County Public Library mission and goals.

Strategies:

- Continually evaluate needs and provide staff with the tools they need to work effectively. (2009-ongoing)
- Provide opportunities and resources for staff development, including in-house training, attendance at workshops and conferences, and web-based training. Focus on technology training for staff and for patrons to adequately use digital services and new web communication services.(2009-ongoing)
- Continually seek and utilize volunteers from the community to enhance library services and resources. (2009-ongoing)
- Expand staffing at Oldham County Public Library to provide at least two FTE staff persons per 3000 people in the service area, sufficient to provide appropriate, timely service for all customers at all locations. (2009-2010)
- Provide professional/certified staff in each public service area during all library hours. (2009-2010)

Collection Management

The Oldham County Public Library System maintains collections of books, magazines, and other print materials, as well as collections of audiovisual materials such as videos, dvds and spoken word books. The selection of these materials is governed by the Library's "Book and Materials Selection Policy" which outlines the criteria for the selection and weeding of materials, the responsibility for selection, and the process for requesting reconsideration of library materials.

While these print and audiovisual materials will continue to be major components of library collections, patrons are increasingly turning to the Internet as a source of information, and libraries have an important role to play in guiding their patrons to the best and most reliable electronic information. As the use and availability of electronic resources continues to grow, the library will respond appropriately in both its selection of print materials and in the access it provides to electronic resources.

Goal: Continue to provide collections and services which maximize the usefulness of library materials in all formats.

Strategies:

- Continue to review, select, and provide access to materials that meet the diverse needs of the library's patrons. (2009-ongoing)
- Increase the materials budget when a new facility is opened to meet the per-capita requirements set forth in the 3rd edition of the "*Standards for Kentucky Public Libraries*". (2009-ongoing)
- Display and promote library materials in ways which are visually appealing and easily accessible. (2009-ongoing)
- Explore and fully utilize capabilities of the TLC Integrated Library System to increase access to materials through the Online Catalog. (2009-ongoing)
- Provide training for staff to become teachers in use of electronic resources. (2009-ongoing)
- Utilize feedback gathered from Library User Surveys to identify areas of the library's collections in need of enhancement. (2009-2010)
- Provide enhanced, user-friendly access to electronic collections through the library's webpage. (2009-ongoing)
- Promote the use of RSS feeds and Internet 2.0 digital products to enhance the use of the library webpage and on-line catalog. (2009-ongoing)
- Develop the genealogy collection to provide more information for visiting genealogists. (2010)

Services

A full range of services is provided at each of the libraries in the Oldham County Public Library System, and certain outreach services are provided to some patrons who are unable to come to a library. Access to the library's Online Catalog and other electronic resources is provided 24 hours a day through the library's webpage.

Goal: Provide and promote a variety of library services that respond to the current and future needs of the communities served by the Oldham County Public Library.

Strategies:

- Continue to provide appropriate training and equipment to enable the library to participate fully in Interlibrary Loan and document delivery services. (2009-ongoing)
- Continue to provide and promote a wide range of programs for children of all ages. (2009-ongoing)
- Analyze the hours of service of the libraries and increase or change current hours to best meet the needs of their communities. (2009-)
- Continue to provide and promote a range of programs adults. (2009-ongoing)
- Promote literacy in the community by providing services to independent and Literacy Council students which will assist in increasing the local literacy level. (2009-ongoing)
- Work with both local schools and home schoolers to provide services which support educational goals and initiatives. (2009- ongoing)
- Pursue planning for services to Latino populations by applying for an LSTA Project Planning Grant. (2009-2010)

Facilities

With the opening of the new Main Library in LaGrange in 2009, the system finally reached it's goal of meeting the state Library Standards for facilities. While each of the remaining two facilities is adequate for current needs, careful planning will be necessary to ensure maximum space utilization until the existing buildings can be renovated or relocated.

Goal: Provide well-maintained, comfortable, and easily accessible facilities.

Strategies:

- Determine priorities and pursue funding for the renovation of the South Oldham Branch Library in order to at least triple its square footage and add valuable space for children's services and library staff offices. (2010-ongoing) Seek funding and grant opportunities in order to plan for the South Oldham Branch to become a Gold level LEED project. (2010-ongoing)
- Determine priorities and pursue funding for the relocation of the Mahan Oldham Branch Library on the grounds of the Mahan Nature Preserve or an alternative site in Goshen. (2014-ongoing) Seek funding and grant opportunities in order to plan for the Mahan Oldham Branch to become a Platinum level LEED project.

Promotion of Library Services

While each of the three libraries in the Oldham County Public Library System is well-loved and used by many members of the community, much of the public is unaware of the variety and extent of library services. In the coming years, the Library will continue to improve its relationship with the public by focusing considerable effort on promoting library services and increasing the visibility of the library in the communities it serves.

Goal: Increase visibility and awareness of library services.

Strategies:

- Revise current Library webpage to maximize its usefulness as both an informational tool for the public and promotional tool for the library. (2009-ongoing)
- Encourage current staff or solicit new staff to more actively take part in programming and instructional services to our patrons. (2009-ongoing)
- Provide talks and demonstrations of library services to various groups outside the library. (2009-ongoing)
- Actively seek new partnerships with community organizations sharing similar goals. (2009-ongoing)
- Publicize remote access to library services for those who cannot visit a library facility. (2009-ongoing)

Promote collections of special interest to particular ages or groups. (Example: Displays of new Teen literature, job search aids, Latino literature, "beach reading," etc.). (2009-ongoing)
Contribute articles to special interest newsletters, as well as to regional newspapers. (2009-ongoing)
Continue to serve as an active member of the Kentucky Chapter of the US Green Building Council.

Technology

The Oldham County Public Library Technology Plan, submitted to the Kentucky Department for Libraries and Archives in May, 2004, addresses the issues of evolving technology, staff training, technology assessment, and budgeting.

Goal: Provide and utilize technology appropriate to promoting the library's mission and to maximizing the efficiency of its procedures.

Strategies:

- Continue to implement the 5-year Technology Plan for 2010 (see appendix A).
- Utilize appropriate webpage editing software to facilitate updates and changes to the webpage. (2009-ongoing)
- Continue to maintain policies, procedures, and documentation necessary for the library to qualify for the Universal Service E-Rate Discount. (2009-ongoing)
- Apply for LSTA Technology Planning Grant to ensure the most appropriate use of technology for the Library System. (2009-2010)
- Establish a standing Technology Committee to ensure appropriate input from both library staff and from the community in the planning process. (2007-ongoing)

Funding

Funding at the local level remains a major concern as the library embarks on a new planning cycle. Aging facilities, evolving technology, and the need to provide services and collections to a growing population all combine to emphasize the need for additional commitments at the local level.

Goal: Increase library funding to meet the needs of the entire system.

Strategies:

- Analyze changing needs when preparing the annual budget and allow the funding required to meet the goals and annual objectives of this plan. (2010-ongoing)
- Actively communicate the need for increased library funding to community leaders, legislators and individuals. Encourage trustees and library staff to actively participate in the legislative process to effect change that will benefit libraries. (2009-ongoing)
- Establish and develop auxiliary funding sources, such as fund drives, memorial gifts and donations from civic organizations. (2009-ongoing)
- Seek grant funding from government and private sources when available and appropriate. (2009-ongoing)
- Maintain effective communication and positive relationships with Friends of the Library groups. (2009-ongoing)
- Provide public accountability for funding received through publication of the annual audit and annual report. (2009-ongoing)

Approved by the Oldham County Public Library Board March 12, 2009.