

MISSION STATEMENT

The Weedsport Free Library is a non-profit organization dedicated to providing facilities and materials for education, recreation, personal growth and information to the residents of the Weedsport Free Library service area.

NOTE: The Weedsport Free Library service area includes the Town of Brutus, encompassing the Village of Weedsport and the Weedsport Central School District.

LIBRARY ROLES

The Weedsport Free Library has selected the following three roles as those it will exemplify during the course of the Long-Range Planning Period:

1. **Library Collection:** The library will feature a well-rounded collection that contains both nonfiction and fiction materials in a variety of formats for persons of all ages.
2. **Reference Library:** The library will actively provide timely, accurate and useful information for community residents, including electronic and print resources.
3. **Preschoolers' Door to Learning:** The library will encourage young children to develop an interest in reading and learning through programs and services for children, and for parents and children together.

Diversity, Equity, Inclusion, and Accessibility

Weedsport Free Library is committed to providing a safe and welcoming environment for people of all races, cultural backgrounds, abilities, religious beliefs, sexualities, gender identities and socio-economic statuses. The library staff and Board of Trustees will promote equity, diversity, inclusion, and accessibility through services, collections, spaces, programming and hiring practices. Diversity, equity, inclusion and accessibility definitions for library purposes are below:

Diversity: The representation of different identities, characteristics, experiences and perspectives within the library service area, library staff, and Board of Trustees.

Equity: Providing resources, access to information, and services to all, especially historically underrepresented and disadvantaged populations. Equity recognizes that each person has different circumstances and requires different resources and opportunities to achieve positive outcomes.

Inclusion: A safe and welcoming environment for all community members, library staff and the Board of Trustees. Differences are celebrated. All people are valued and treated with respect.

Accessibility: Ensuring each person across the spectrum of ability has equitable access to utilize and enjoy library services, information, and resources.

WEEDSPORT FREE LIBRARY FIVE YEAR PLAN 2022-2027

I. OPERATIONAL GOALS AND OBJECTIVES

- A. Maintain and improve information flow to and from the community.
 - 1. Post a newsletter regularly, but minimum once a year that's available to all residents of the library service area via the library.
 - 2. Utilize media to promote library events and services.
 - 3. Develop and maintain feedback mechanisms for community input regarding library services.

- B. Develop alternative funding sources to augment existing sources.
 - 1. Continue to develop endowment fund.
 - 2. Institute a program for gifting (planned giving).

- C. Provide Personnel Enhancement: Maintain high standards of performance.
 - 1. Provide a desirable work environment.
 - 2. Provide competitive wages to maintain competent staff.
 - 3. Provide a benefit package to full time employees, which includes retirement, sick/vacation time and continuing education.
 - 4. Implement an employee evaluation process.

- D. Maintain a Policies and Procedures Manual to conform to state requirements and needs of our service area patrons.

- E. Continue to increase circulation, patron visits and new card holders.
 - 1. Continue to measure patron usage of library website services.
 - 2. Develop methods to reach underserved population.

- F. Continue to promote close ties with the Weedsport Central School District.

- G. Maintain a five-year plan for major Buildings and Grounds maintenance projects.

- H. Continue to explore options for future expansion.
- I. Provide new trustee orientation that introduces the basics of library structure and operation.

II. SERVICE

- A. Aim for and maintain a collection of at least 3 volumes per resident of our service area (volumes include all formats: books, DVDs, video, CDs etc.).
 - 1. Maintain an appropriate budget level for new material acquisition to support this goal.
 - 2. Continue to weed the collection by removing dated, unused and damaged materials.
- B. Continue to be open at least 24 hours per week to maintain hours or the required minimum in accordance with New York State Minimum Standards.
- C. Continue to provide space for community interest activities.
 - 1. Provide public service information seminars to communities as needed (literacy, tax information, career planning, etc.)
- D. Allocate or designate space to showcase exhibits or other local artistry.
 - 1. Proactively seek artisans to display their work.
- E. Continue to maintain current level of computer technology and investigate enhancements.
 - 1. Budget funds to replace outdate hardware and software.
 - 2. Continue to update policies and procedures for computer use.
- F. Support and foster the “Friends of the Library” group.
- G. Provide programs for community organizations.
 - 1. Keep community informed of services available that meet the general rules of use.

LONG RANGE PLAN

WEEDSPORT FREE LIBRARY

2022-2027

| JULY 2006
Reviewed and revised 2022