

# Tuckahoe Public Library Strategic Plan

## Mission

To be the heart of the Tuckahoe community.

## Vision

We partner with our diverse Tuckahoe community members to connect them to factual information, quality resources, outstanding programs, and essential services to support life-long learning and cultural enrichment.

## Goals

To fulfill its mission, the Library provides:

- A safe, inclusive, accessible, and inviting haven for learning and exploration
- Relevant resources in multiple formats, platforms, and languages
- Engaging and exciting programming that supports the needs of our community
- Expertise in information and digital literacy
- Meaningful and relevant experiences and platforms
- An exceptionally caring and intuitive staff and dedicated volunteers

## Objectives

**Goal 1. Provide a safe, inclusive, accessible, and inviting haven for learning and exploration**

Objectives

- Renovate library to create flexible space for programming for diverse populations.
- Renovate the library with the least possible inconvenience to the community during construction
- Develop a food policy
- Develop an internal safety policy
- Implement a policy for recording and photography in the library
- Pursue sustainability New York State certification for the renovation

## **Goal 2. Provide relevant resources in multiple formats, platforms, and languages**

### **Objectives**

- Create a yearly collections assessment report, which will include guidance on how to weed outdated materials and review new formats and platforms
- Analyze current Japanese children's collection. Engage a Japanese-speaking librarian or volunteer to help set up catalog fields for books that will be kept.
- Develop Spanish collection
- Ensure languages are included per biennial community surveys

## **Goal 3. Provide engaging and exciting programming that supports the needs of our community**

### **Objectives**

- Create a yearly programming assessment report
- Pilot an approach to provide simple surveys after programming
- Monitor attendance at all programs to ensure proper resourcing of Library programs
- Early Childhood: Continue to develop our early childhood program, developing a regular set of programs for parents, adding professional performers and presenters.
- Teens: Create and maintain a teen advisory group. Develop opportunities for teen engagement and input for programming and events of interest.
- Adults: Continue to develop Health/ Wellness programs that support mind/ body, creativity, career, job search, and topical community concerns. Develop new programming plan to appeal to adults in the 20-40 age demographic who currently do not participate as much in programs.
- Homebound Tuckahoe residents: Continue to provide services for residents who are unable to visit the Library.
- Assess programming for serving community members with special needs and their families
- English language instruction: Develop a pilot program to support English language learners in our community
- Summer Reading Program: Assess the current program, developing a report and plan to ensure higher enrollment and engagement

## **Goal 4. Provide expertise in information and digital literacy**

## Objectives

- Information literacy
  - Apply unbiased criteria for collection development, making sure all points of view are represented and employ continuous evaluation of sources.
  - Librarians assist patrons to evaluate materials and resources
  - Develop assessment of information literacy programs and resources to identify opportunities
- Digital literacy
  - As part of annual reporting, keep abreast of the latest trends and developments in technology, bridging the community to the digital world.
  - Biennial survey to the library community to query what technologies patrons are using and their needs
  - Offer classes, resources, and 1:1 training for adults and children
  - Provide needed tools such as hot spots, public wifi access, and others identified in the future

## **Goal 5. Provide meaningful and relevant experiences and opportunities**

### Objectives

- Construct and maintain an active calendar which is informed by:
  - a biennial survey to identify new needs in the community
  - a plan/ calendar for community outreach each year including local groups, ECAP, schools, houses of worship and Village-sponsored organizations
  - monthly media reports, noting trends

## **Goal 6. Maintain and develop an exceptionally caring and intuitive staff and dedicated volunteers**

### Objectives

- Seek sufficient resources such that each librarian is able to provide personalized service to each individual, honoring their privacy.
- Develop a professional development plan for continuing education for library staff
- Execute a plan to ensure retention of staff and continued delivery of Library services to the community
- Develop annual performance review process
- Continue a supportive and collaborative relationship with the Friends of the Library
- Develop a volunteer program
- Create recognition opportunities to thank librarians and volunteers

# Contributors

## **Tuckahoe Public Library Board of Trustees**

Ginger Crosby, President  
Julie Gurdin, Vice President  
Leslie Rohr, Trustee  
Karen Cashman, Trustee  
Elaine Garry, Trustee  
Mimi Sanchez, Former Trustee

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