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- Create a yearly collections assessment report, which will include guidance on how to weed outdated materials and review new formats and platforms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**
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Leslie Rohr, Trustee  
Karen Cashman, Trustee  
Elaine Garry, Trustee  
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