

Greenville Public Library

Long Range Plan 2021 - 2025

Mission Statement

The Greenville Public Library, chartered by the New York State Department of Education, is supported by town and county taxes, Greenville School district taxes, donations, fundraisers, and endowments. The library provides materials and services to help community residents obtain information meeting their personal, educational, cultural, and professional needs. The library serves as a learning and educational center for all residents of the community. Recreational and educational programs sponsored by the library are an important part of the community's cultural activities. The Mid-Hudson Library System connection, telecommunication capability, interlibrary loan and a competent, helpful staff helps to make this possible. The Greenville Public Library is dedicated to the needs of the community and enriching its users' lives.

Our Vision

To be the welcoming heart of our community where all come to learn, discover, create, and connect.

GOALS AND OBJECTIVES FOR THE GREENVILLE PUBLIC LIBRARY

Library Materials and Collection Development

Goal 1. The library will maintain a collection of books and materials, in a variety of formats designed to meet the needs of the community.

- Continually evaluate print, audiovisual, and digital collections to determine usefulness, timeliness, accuracy and other criteria for keeping, adding to or withdrawing from the collection.
- The Director will purchase vibrant, timely, relevant collections in multiple formats.
- The Director and library staff will continue to monitor and promote circulation of library materials and online and digital resources.
- The Director will continue to evaluate museum passes which have been donated by the Friends of the Library. The Director will monitor the usage of the passes by gathering statistics on the circulation of these passes.
- Provide resources for residents to succeed at school, work, and in their personal lives.

Technology

Goal 2. Greenville Library staff and patrons will have access to up-to-date technology.

- Continue to regularly evaluate the library's current technology and systems to ensure that it is meeting the needs of patrons and staff to the extent possible.
- Keep abreast of new technologies and implement as appropriate.
- The Director will offer staff annual technology training so that they have the skills to perform the technological functions of their jobs.
- Continue to maintain and upgrade staff and public-access computers.
- Budget monies to adequately fund technology replacements for staff and the public so that computers, software, printers and other technology work properly and requires minimal maintenance.

Facilities

Goal 3. Provide a welcoming library facility that can comfortably and safely serve the community.

- Make the best use of the library's space by collection maintenance and de-cluttering of spaces.
- Explore enhanced security systems to ensure the safety of patrons and staff.
- Provide space for local groups to meet, programs for all ages, for community members to come together for discussions, for tutors and other one on one services.
- Develop a facilities maintenance plan that includes anticipated repairs and financial planning to provide us with sufficient funds to maintain the building and facilities, including service contracts for preventative maintenance.
- Continue maintenance and upkeep of building interior and exterior. Annually review the building and facilities for needed repairs, maintenance and updates.

Community Cultural and Educational Activities - Programming

Goal 4. The library will provide a wide range of programs to meet the needs and interests of all age levels.

- Annually evaluate the effectiveness of the current program schedule and determine what programs will continue to be offered in the coming year.
- Provide programs to meet the needs and requests of community members.
- Increase attendance at library programs for all age levels by utilizing a variety of communication methods.
- Continue to collect statistics and data from programs people are attending.

Staff Development, Training, and Communications

Goal 5. Maintain a trained, friendly and motivated staff to consistently deliver professional, knowledgeable and excellent customer service.

- Ensure staff has the knowledge and skills required for their positions.
- The Library Director will encourage staff to take advantage of webinars and online learning opportunities offered by MHLS to develop the skills and knowledge necessary to fulfill their roles and responsibilities.
- The library will provide library staff with annual technology training, appropriate to their position.
- Develop coordinated communications procedures to keep everyone up-to-date and aware of Greenville Public Library issues, programs, etc.
- Provide the best possible customer service while meeting the needs of the community.

Public Awareness and Communications

Goal 6: The library will increase public awareness of the services available from the library.

- The library will look for ways to improve marketing of library services, collections and facilities to increase visibility and public awareness of what the library has to offer the entire community.
- Continue to provide an Annual Report to the community.
- Serve as a centralized information center for individuals looking for information on services and resources in Greenville and the surrounding areas.
- Communicate in various ways to share information with the broader community.
- Monthly review with staff so all library personnel are sending a consistent message.

Approved by the Board of Trustees
November 18, 2020