

# **Strategic Plan**

**2008-2011**

**Approved by the Wright Memorial Public Library Board of Trustees  
June 16, 2008**

**Wright Memorial Public Library  
1776 Far Hills Ave.  
Dayton (Oakwood), Ohio 45419  
(937) 294-7171  
[www.wrightlibrary.org](http://www.wrightlibrary.org)**

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### **Executive Summary**

A committee of community stakeholders met with library board members, administration, and staff to select library service priorities for the next four years. The advisory group identified six purposes for the library to fulfill for its patrons: to stimulate imagination, help students succeed in school, create young readers, satisfy curiosity, to be a comfortable place to visit, and to furnish access to the online world.

The overall direction of the 2008-2011 Strategic Plan is to enhance some of the library's offerings to serve the community better, to maintain current services, and to accomplish needed property maintenance and technology upgrades. The improvements are aimed at encouraging more library use by making it easier and more convenient, and by providing more desirable services, while staying within budget by careful planning and management of resources.

The major improvements planned for 2008-2011 are:

- Create a more inviting and child-friendly Youth Services Department on the lower level of the building and move the Audio-visual Department to the upper level, a remodeling project that will make it practical to re-open the library's back entrance for patrons' convenience.
- Acquire more copies of popular titles to reduce waiting time for holds.
- Replace floor covering and repaint walls.
- Upgrade automated catalog and circulation system.
- Provide additional patron access to the Internet and hands-on computer training.
- Enhance the library's Web site with interactive features and provide more functions on public computers.
- Increase the library's hours by at least six hours per week by the end of the planning cycle in 2011.

### Introduction

The strategic planning process for 2008-2011 began in the fall of 2007. Jan Haines, Library Development Consultant from the State Library of Ohio was engaged by the Board of Trustees to facilitate the planning process following guidelines of the Public Library Association. The guidelines are published in the book *New Planning for Results* by Sandra Nelson and updated by *Public Library Service Responses, 2007* by June Garcia and Sandra Nelson.

The Library Board, administration, and staff assembled a community advisory committee of residents, local business people, and representatives of the city and the schools. The community group met twice in November to discuss life in Oakwood and what roles the library should have in the community. Census data and other facts about the community and the library were used as background information. The community group selected six main service areas for the library.

Staff teams drafted a plan with measurable objectives and representative activities based on information gathered from the community. The plan was presented to the Library Board of Trustees and to the community advisory group for further comment in April and was approved by the Board on June 16, 2008. The plan will be used to guide decisions on library services, collections, and facilities for the next four years.

Many thanks to the members of the community advisory group: City Manager Norbert Klopsch, Oakwood Board of Education member Elizabeth Reger, Oakwood High School Media Specialist Marianne Woeste, Maureen Anderson, Bill Clark, John Ferneding, Healy Jackson, Joyce Kazprzak, Jill Kollars, Trudy Krisher, Tim McCauley, and Joan Milligan. Thanks also to the Strategic Planning Committee of the Library's Board of Trustees: John Green, Alan Halpern, Lori Mitchell, and Rick Smith, to Fiscal Officer Debra Schenk and staff members Anne Frantz and Linda Cosgrove who attended the meetings and provided information, and to the other library staff members and community residents who contributed ideas while the plan was being drafted.

Ann Snively  
Library Director

### Service Goals

The community group chose these service goals for the library:

- **Stimulate Imagination:** Reading, viewing and listening for pleasure. Library patrons will have materials and programs that excite their imaginations and provide pleasurable reading, viewing and listening experiences.
- **Help Students Succeed in School:** Homework help. Students will have the resources they need to succeed in school.
- **Create Young Readers:** Early literacy. Children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.
- **Satisfy Curiosity:** Lifelong learning and life choices. Patrons will have the resources they need to explore topics of personal interest and continue to learn throughout their lives. Patrons will have the resources they need to identify and analyze risks, benefits, and alternatives before making decisions that affect their lives.
- **Visit a Comfortable Place:** Physical and virtual spaces.

Patrons will have a safe and welcoming physical place to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

- **Connect to the Online World:** Public Internet access.

Patrons will have high-speed access to the digital world with no unnecessary restrictions or fees to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.

### **Mission**

The Wright Memorial Public Library is a community focal point that helps fulfill patron needs for information and entertainment materials; meets the learning needs of patrons on topics related to work, school, and personal life; and encourages learning and intellectual growth from the earliest ages. The library provides high levels of efficient, friendly, personal service; and fosters an atmosphere of intellectual liberty in the American tradition of free ideas.

### **Vision**

Wright Memorial Public Library has a distinctive role in the community as an institution that fuels the intellect and imagination of people of all ages. Wright Library recognizes that libraries are no longer just physical places containing inventories of books, but have become channels through which knowledge flows to patrons from many sources. The Library strives to serve all patrons, whether on-site or virtual, by providing the resources they seek promptly, completely, accurately, and in a comfortable environment. The Library partners with other organizations to project its reach in the community and strives to expand physical and virtual access to its resources. Wright Library seeks to play an active role in preparing preschoolers to learn, helping students succeed in school, and supporting lifelong learners by providing a broad range of viewpoints, formats, and programs. Wright Memorial Public Library actively works to connect patrons with resources that will enrich their lives.

## **Objectives and Representative Activities**

### **Goal #1: Stimulate Imagination—Reading, viewing and listening for pleasure**

**Library patrons will have materials and programs that excite their imaginations and provide pleasurable reading, viewing and listening experiences.**

#### **Patrons will have:**

- Shorter waiting time to receive books placed on hold.
- Popular titles available for checkout the same day they are available in bookstores.
- An increase in the number of downloadable books, videos, and music.
- An increase in the number of large print titles.
- Materials in a variety of useful formats—written & electronic, audio & visual
- More programs for adults and children

**Objectives:**

1. The library will spend at least 16 percent of the annual operating budget on library materials for patrons each year, emphasizing current popular fiction and nonfiction in a variety of popular formats.

<b>Representative activities:</b>
The library will acquire 1 copy for every 3 holds on books and other 3-week loan items, and 1 copy per 9 holds for 1-week loan items.
The library will acquire one "Fast Read" copy for every 3 holds on a book.
The library will advance order multiple copies of books by best-selling authors.
Patrons will have access to at least 175 new Large Print titles each year.
At least 12 percent of the annual materials budget will be appropriated for materials for youth.
The library will purchase multiple copies of series books popular with children and teens.
The library will spend between .5 and 1 percent of the annual materials budget on downloadable formats, such as audio-books for MP3 players.
The library will start purchasing Blu-ray DVDs by June 30, 2009.

2. Patrons will have access to statewide shared resources such as MORE (Moving Ohio Resources Everywhere, a statewide interlibrary lending service) and OPLIN (Ohio Public Library Information Network, a statewide database and information service) 24 hours a day, 365 days a year via the library's Web site.

<b>Representative activities:</b>
The library will provide a way for patrons to request loans from other libraries online.
The library will use a courier service four days per week for delivery of materials from other libraries.

3. Patrons will be kept well-informed about library collections and programs.

<b>Representative activities:</b>
Current titles will be shelved and promoted in the "New Book" room.
Library staff will create attractive displays in the adult, youth, and audiovisual areas promoting materials on popular themes at least six times per year in each area.
Patrons will be able to suggest titles for purchase in person, by telephone, email, or by using an electronic form on the library's Web site.
Patrons will have the option of email notification for holds.
Patrons will have the option to subscribe to emailed newsletters providing book reviews and links to the library's catalog.
Patrons will have access to readers' advisory services from reference, youth services, and audiovisual staff whenever the library is open.
Patrons will have 24 hour access to an online readers' advisory database, such as BOOKS AND AUTHORS, by December 31, 2008.
Patrons will have access to a binder, blog and/or wiki where they can share what they are reading, listening to and viewing, as well as offer a review by December 31, 2008.
Teen patrons will have access to a quarterly newsletter on the library's Web site by December 31, 2008.

4. Patrons of all ages will have access to a broad selection of programs on stimulating topics.

<b>Representative activities:</b>
Patrons will have access to at least 2 author book signings each year.
Patrons will have access to a monthly book club.
Patrons will be able to participate in an Adult Summer Reading Club each year, including at least three movie showings.
Patrons will have access to at least two Big Read events hosted by Wright Library each year.
Patrons will have access to adult or senior movie nights four times per year by December 31, 2010.
Teen patrons will have access to gaming [or other popular teen theme] programs twice each month.
The library will partner with another organization at least once each year to provide a program based on a current exhibit or production.
Patrons will have access to at least four booklists related to current children's titles, authors, and/or trends each year.
Students attending Oakwood schools will receive a printed copy or an online version of either a children's program handout or the Teen Newsletter each year.
Patrons will have access to a book fair or reader's festival hosted at the library by December 31, 2010.
Patrons will be able to register for programs online by December 31, 2008.

## **Goal #2: Help students succeed in school**

**Students in kindergarten through twelfth grade will have the library resources they need to succeed in school.**

### **Patrons will have:**

- Coordination and cooperation between Wright Library and Oakwood School libraries.
- Materials in a variety of formats to supplement K-12 curriculum.
- Youth Services staff to help young patrons, parents, and teachers find what they need for schoolwork.
- A Teachers' Resources page on the library's Web site by December 31, 2008.
- Online forms for teachers for requesting classroom collections and books to be held in the library for assignments by December 31, 2008.
- More hours to use the library, an increase of from 56 to 62 hours per week, by December 31, 2011.
- Online interactive homework help by the beginning of the 2009-2010 school year.
- Materials and resources for homeschooled students and their parents.
- A location for studying, working in small groups, or tutoring by December 31, 2010.

### **Objectives:**

1. During 2008-2011 the library will provide materials, services, and programs to support K-12 curriculum.

<b>Representative activities:</b>
Patrons will have access to beginning chapter books (easy readers) for children.
Youth Services librarians will assemble classroom collections for teachers within 7 days of receiving requests.
Teachers in the Oakwood schools will have access to an assignment alert system which will be used to notify the library of upcoming projects.

Students will have access to Reserve Collections (groups of books assembled by librarians and kept on reserve at Wright Library for students to use for class assignments) within 72 hours of the library receiving their teacher's request.
Patrons will have access to up-to-date reference materials such as encyclopedias and dictionaries for homework assistance.
Patrons will have access to study tables in the Teen area, Youth Services area, and in the Meeting Room.
Patrons will have access to KnowItNow 24/7, an online interactive homework help service.
Patrons will have access to research databases for all grade levels on the library's Web site 24 hours a day.
Patrons will have access to homework assistance links on Wright Library's Web site 24 hours a day.
Patrons will have access to an online interactive homework help service by the beginning of the 2009-2010 school year.
Students, parents, and teachers will have access to interlibrary resource sharing services to request materials that meet their educational needs, including educational videos, reference titles, and multiple copies of books.
Patrons will have access to an annual "Literacy Night" presented in partnership with the Oakwood Schools.
Patrons will have access to a current non-fiction materials and periodicals to supplement school texts.
The Youth Services staff will roam the area daily to identify children who need homework help and provide them with materials for their assignments.
Patrons will have access to at least one booklist each year with listings specifically for homeschoolers.
Patrons will have access to at least one book display each year for homeschoolers.
Staff will gather books that fulfill current homework assignments and direct students to them.
Classes at Lange School will have at least one visit each year from a Youth Services Librarian who will present a story time in the classroom.

2. Students, parents, and teachers using the library will have improved access to the materials and staff assistance needed to complete school assignments.

<b>Representative activities:</b>
Patrons will have access to the library 62 hours per week, excepting holidays, by December 31, 2011. (for example, 10 a. m. to 8:30 p. m. Monday through Thursday; 10 a. m. to 6 p.m. Friday; 10 a. m. to 6 p. m. on Saturday and 1 to 5 p.m. on Sunday.)
The library will redistribute some staff hours and add some hours for part time workers to have sufficient staff to keep the library open an additional six hours per week.
Patrons will be able to use the library meeting room on weekday afternoons for quiet study or tutoring by December 31, 2010.

3. Teachers and homeschoolers will have access to enhanced educational resources.

<b>Representative activities:</b>
The library's Web site will allow for teachers to make online requests for Teacher Collections and books to be held on reserve for class assignments by December 31, 2008.
The library's Web site will provide links specifically relating to homeschooling by June 30, 2009.

The library's Web site will include a Teachers' Resources page by December 31, 2008.
The library will spend at least \$1,500 of its materials budget on instructional DVDs appropriate for K-12 students and teachers each year.
At least two sessions of programs will be run for homeschoolers in grades 1-6 each year. (the equivalent of the after-school Fun Club)
Homeschooled teens will have the opportunity to volunteer at the library by December 31, 2008.
Patrons will have access to at least two sessions of a literature-based program held for homeschooled teens each year.
Patrons will have access to at least two sessions each year of an adult/child book discussion group for homeschoolers.
Homeschooling parents will have access to Teacher Collections.

4. The Youth Services Department will increase its program offerings to children, parents, and teachers for formal learning at the K-12 level by December 31, 2010.

<b>Representative activities:</b>
The Youth Services Coordinator and Teen Specialist will have continuing contact with teachers and school librarians to promote classroom visits or visits to the library for learning activities tied to the curriculum.
Homeschoolers will have access to at least one program each year that exposes them to library resources to support and assist them with curriculum requirements.

5. Youth Services staff members will improve their knowledge of K-12 curriculum topics.

<b>Representative activity:</b>
Youth Services staff members will attend at least one continuing education event about K-12 formal learning topics each year.

6. Students enrolled in the Oakwood Schools will be encouraged to get and use Wright Library cards.

<b>Representative activities:</b>
Library staff will have a table at community events such as the New Resident's Breakfast and the Ice Cream Social to accept registrations for library cards each year.
Youth Services Department staff will hold a contest each September during "Library Card Sign-up Month" and award prizes to classrooms with the highest percentage of children with library cards.

7. The development and success of young library patrons will be supported by the library's commitment to partnering with other community organizations to promote the "40 Developmental Assets" (positive qualities and experiences that help young people grow up healthy).

<b>Representative activities:</b>
Teens will be given a useful community service role and be recognized as library volunteers.
Teens will have access to weekly programs providing them with a positive social environment and a chance to build relationships with adults on the library staff.
Librarians will encourage youth to read for pleasure by engaging them in conversations about their interests and directing them to books they may enjoy.

Youth will have access to library materials and programs that foster the ability to engage in a hobby. At least two hobby programs or displays will be presented each year.

### **Goal # 3: Create Young Readers—Early literacy**

**Children from birth to age five will have programs and services designed to ensure that they will enter school ready to learn to read, write, and listen.**

**Patrons will have:**

- Materials that help parents prepare their children to read and to enjoy literature.
- Programs for children aged five and under that incorporate early childhood educational principles.
- Educational opportunities for parents on how to help their children learn.
- Early literacy programs presented at day care centers.

**Objective:**

1. Patrons will have access to programs for children aged five and under that incorporate early childhood education principles based on the “Every Child Ready to Read” initiative.

**Representative activities:**

The Youth Services Department will present at least:

- Two weekly toddler story times for children aged 2-3
- Two weekly preschool story times for children aged 3-5
- One weekly interactive story time for children aged 6 and under
- Four story times each year for area preschools
- One class per year on early literacy for parents and caregivers

Youth Services staff members working with children aged five and under will attend “Every Child Ready to Read” training sessions as they are made available.

### **Goal # 4: Satisfy Curiosity—Lifelong learning and life choices**

**Patrons will have the resources they need to explore topics of personal interest and continue to learn throughout their lives. Patrons will have the resources they need to identify and analyze risks, benefits, and alternatives before making decisions that affect their lives.**

**Patrons will have:**

- A broad selection of up-to-date nonfiction in a variety of formats.
- Expert help from librarians in person, by telephone, and online.
- Reliable information for consumers, students, professionals, and lifelong learners available 24/7 on the library's Web site.
- At least four informational programs each year for adults.
- An annual tax information program for senior adults.
- A discussion program on current events or public policy, such as the National Issues Forum, by December 31, 2010.

**Objectives:**

1. During 2008-2011 the library will provide a broad range of services, materials, and programs to support lifelong learning and decision-making.

<b>Representative activities:</b>
Patrons will have access to online research databases 24 hours a day via the library's Web site.
Patrons will have access to informational materials that are monitored to assure that they are current.
Patrons will have access to displays that change monthly on subject areas of interest that promote lifelong learning on a variety of topics.
Patrons who are Oakwood residents who are unable to visit the library will have access to home delivery of books and other library materials within 48 hours of the library receiving the request.
Patrons who are residents of Sunrise Assisted Living will have access to library programs twice a month.

3. Patrons will have access to at least four informational programs each year at which library materials and services will be promoted.

<b>Representative activities:</b>
The library staff will survey patrons about preferred topics of interest.
The library staff will consult with other libraries to find qualified presenters.
The library staff will advertise for and find local experts to provide programs and online content.
Patrons will have access to an annual tax information program for senior adults.
Patrons will have access to a discussion program on current events or public policy such as the National Issues Forum by December 31, 2010.
The library will partner with another organization at least once each year to provide an informational program for adults.

4. Patrons will have access to at least three support groups meeting regularly at the library by December 31, 2010.

<b>Representative activities:</b>
The staff will contact support groups in the south suburban area to offer the library as a meeting space.
The library staff will reserve some meeting room time in advance to assure that some time is available for support group meetings.

5. Patrons will have increased access to lifelong learning materials on DVD.

<b>Representative activities:</b>
The library will purchase at least \$3,000 worth of nonfiction DVD titles each year.
Patrons will have access to a monthly display of nonfiction DVD titles.

#### **Goal # 5: Provide a Comfortable Place to Visit**

**Patrons will have a safe and welcoming physical place to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.**

**Patrons will have:**

- An attractive, well-maintained building.
- Wireless Internet service in upper and lower levels of the library.

- Access to the library building through the back door by June 30, 2009.
- A Youth Services department on the lower level of the library so that all Youth Services materials, supplies, and programming are located on one floor in a bright, child-friendly atmosphere by June 30, 2009.
- A relocated and remodeled audio-visual department on the upper level of the library in the space formerly occupied by the Youth Services department by June 30, 2009.
- Improved conditions for quiet study, with Youth Services and Adult Services each having a separate floor of the building.
- An option of after-hours access to the library meeting room by January 2, 2010.
- An area to purchase snacks and beverages by January 2, 2010.
- New floor covering by December 31, 2011.
- Freshly painted interior walls throughout the library by December 31, 2011.
- Wider parking spaces by December 31, 2011.
- Access to selected library materials in community gathering places.

### Objectives:

1. During 2008-2011 the library will continue to provide services that contribute to making it a welcoming and useful place.

<b>Representative activities:</b>
Patrons will have access to a meeting room that can be reserved when not being used for library functions.
Patrons will have access to an online calendar of events.
Patrons will have access to wireless Internet service in upper and lower levels of the library.
Patrons will have access to library blogs for information and comments.

2. Patrons will have access to an attractive, well-maintained building.

<b>Representative activities:</b>
A committee of volunteer experts, board members, and staff will have developed a plan for facilities maintenance for the next five years by December 31, 2008.
The library's carpet will be replaced by December 31, 2011.
The library's interior walls will be repainted by December 31, 2011.

3. Patrons will have improved access to the library building and collections.

<b>Representative activities:</b>
Patrons will have access to the building through the back door by June 30, 2009.
The Youth Services department will move to the lower level of the library so that all Youth Services materials, supplies, and programming are located on one floor. There will be a public service desk placed near the back door by June 30, 2009.
A self-check-out machine will be added near the back door by June 30, 2009.
The audio-visual department will move to the upper level of the library in the space formerly occupied by the Youth Services department by June 30, 2009.
The library staff will arrange to provide access to selected library materials in community gathering places and/or at community events.

4. Patrons will have access to improved conditions for quiet study.

<b>Representative activities:</b>
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By June 30, 2009, the Youth Services department will move to the lower level of the library downstairs so that all Youth Services materials, supplies, and programming are located on one floor and library materials for adults are located on the other floor.
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The Youth Services staff will schedule all programming downstairs in the meeting room by March 31, 2008.
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The Youth Services staff will weed the juvenile collection by December 31, 2008 to prepare for the move.
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The "story pit" in the current Youth Services space will be filled in by December 31, 2008.
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5. Patrons will have the option of after-hours access to the library meeting room by January 2, 2010.

<b>Representative activity:</b>
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The library director will research and draft a policy for board approval on after hours use and fees for use of the building.
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6. Patrons will have access to an area designated for nonfiction Teen books by December 31, 2009.

<b>Representative activities:</b>
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The Youth Services staff will identify appropriate teen books in the Juvenile and Adult sections of the library to be moved to a new Teen nonfiction section.
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The Technical Services staff will re-label and re-catalog the chosen books.
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7. Patrons will have access to snacks and beverages by January 2, 2010.

<b>Representative activity:</b>
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The library staff will research low-maintenance, space-saving ways that other libraries are offering snacks/beverages for the convenience of their patrons.
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8. Patrons will have access to the library 62 hours per week, excepting holidays, by December 31, 2011. (for example, 10 a. m. to 8:30 p. m. Monday through Thursday; 10 a. m. to 6 p.m. Friday; 10 a. m. to 6 p m. on Saturday and 1 to 5 p.m. on Sunday.)

<b>Representative activity:</b>
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The library will redistribute some staff hours and add some hours for part time workers to have sufficient staff to keep the library open an additional six hours per week.
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9. Library patrons will have more accessible parking spaces by December 31, 2011.

<b>Representative activity:</b>
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The library director will request that the City of Oakwood make parking spaces on Telford Avenue wider to better accommodate regular-sized passenger vehicles.
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#### **Goal # 6: Connect to the Online World—Public Internet access**

**Patrons will have high-speed access to the digital world with no unnecessary restrictions or fees to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.**

**Patrons will have:**

- Enhanced, up-to-date services on the library's Web site, such as podcasts and videocasts, RSS feeds, and the Wright Library toolbar for downloading by December 31, 2009.
- A download/preview station in the library—a designated workstation for downloads of eBooks, music and videos and previews of DVDs and CDs by June 30, 2009.
- More computer functions at the library, including downloading to personal storage devices such as CDs or flash drives, the ability to listen to audio, and a full suite of office-type software by December 31, 2009.
- An improved library catalog and circulation system by June 30, 2010.
- At least six more computers for using the Internet by December 31, 2010.
- At least two hands-on instructional programs on technology topics each year.

**Objectives:**

1. Patrons will have access to an improved library catalog and circulation system by June 30, 2010.

**Representative activity:**

In October of 2009, the library director will recruit a committee of staff, board members, and library patrons to review options for replacing the current "Dynix Classic" system, which has been in use since 1991.

2. Patrons will have access to a download/preview station in the library—a designated workstation for downloads of eBooks, music and videos and previews of DVDs and CDs by June 30, 2009.

**Representative activities:**

Library staff will designate a convenient location for the workstation and order the necessary equipment.

Staff will be trained to assist with downloading/previewing.

3. Patrons will have access to more computers for using the Internet.

**Representative activity:**

The library will purchase a number of laptop computers which patrons will be allowed to borrow on library property by December 31, 2010.

4. Patrons will have access to at least two instructional programs on library technology topics such as the online catalog, Web site, databases, Internet, or new technology each year.

**Representative activity:**

Reference librarians will survey community interest to determine appropriate topics.

5. Patrons will have access to hands-on computer training by December 31, 2010.

**Representative activity:**

During training programs, the library's laptops will be used for training.

Patron training will be done on public computers before the library opens.

6. Patrons will have access to more computer functions at the library by December 31, 2009.

<b>Representative activities:</b>
The library's public computers will allow downloading to personal storage devices such as CDs or flash drives.
Patrons will be able to listen to audio on the public computers with their own headphones or ear buds.
All of the library's public computers will have the same functions, which will include a full suite of office-type software.
Technology staff will investigate open source software, such as open office.org.

7. Patrons will have access to enhanced services on the library's Web site.

<b>Representative activities:</b>
Staff will add podcasts and videocasts by staff, patrons, and local experts on topics from library informational programs and other topics of interest such as book, music, and movie reviews by December 31, 2009.
Staff will review Web site for accessibility and usability by December 31, 2008.
Staff will provide RSS for the library events calendar and updates to the Web site December 31, 2009.
The Wright Library toolbar will be available for downloading by patrons by December 31, 2008.
Patrons will have an easy-to-use option for making the library Web site a personal home page by December 31, 2008.
Patrons will have the option to personalize the library's Web site by December 31, 2010. (The Web site would allow patrons to create "My Wright Library" so they could save preferences, searches, booklists, and feeds.)

### **Goal # 7: Administrative Goals**

**Patrons will be assured of continued excellent service at Wright Library by careful planning for the future.**

#### **Objectives:**

1. The library will assess community needs and preferences for library service and plan to meet those needs.

<b>Representative activities:</b>
The library will conduct a community survey during 2010.
During 2011, the library administration and board will recruit a community group to begin work on the strategic plan for 2012-2015.

2. The library will closely monitor state funding for public libraries and other opportunities for additional funding.

<b>Representative activities:</b>
The library administration and board will work closely with the Wright Memorial Public Library Foundation Board to facilitate their plans to raise funds on behalf

of the library.
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During 2011, the library board will take appropriate action on the levy expiring in 2012.
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3. The library will be prepared for the current director's retirement (presently anticipated to occur at the end of 2015), and will also have an emergency succession plan.

<b>Representative activity:</b>
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The director will work with the personnel committee of the board of trustees to create a succession plan by December 31, 2008.
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### Timetable

#### 2008

- Increase number of copies of books acquired for holds.
- Partner with another organization on a program.
- Provide online registration for library programs.
- Recruit homeschooled teens as volunteers.
- Make it possible for teachers to request Teacher Collections and reserved book collections for class assignments online.
- Add a teachers' resource area to the web site.
- Hold a library card sign-up contest at the elementary schools.
- Create a building maintenance plan.
- Add online readers' advisory database.
- Create a binder, blog and/or wiki where patrons can share what they're reading, listening to and viewing, as well as offer a review.
- Provide teen patrons with a quarterly newsletter.
- Move all youth programs to the meeting room.
- Provide access to selected library materials at a community event.
- Fill in the children's room "story pit."
- Make library toolbar available for downloading.
- Create a succession plan.

#### 2009

- Move Youth Services to the lower level.
- Move Audio-visual Services to the upper level.
- Re-open the back entrance of the library.
- Add a self checkout machine on the lower level.
- Provide an area for teen nonfiction books.
- Recruit a search committee to help with selection of a new automated system.
- Provide a download/preview station for audio-visual formats.
- Add more functions on public computers.
- Add podcasts, videocasts to Web site.
- Add an option to the web site where patrons can choose to receive RSS feeds of library updates.
- Add Blu-ray DVDs.
- Subscribe to an online interactive homework help service by the beginning of the 2009-2010 school year.

#### 2010

- Conduct a community survey.
- Add a movie night for adults/seniors four times a year.

- Hold a book fair.
- Use the meeting room for quiet study on weekday afternoons.
- Host a current affairs discussion, such as National Issues Forum.
- Recruit support groups to meet at the library.
- Provide an option for after-hours access to the meeting room.
- Have an area for snacks and beverages.
- Purchase laptops for increased Internet access and hands-on computer training.
- Make it possible for patrons to customize library Web site.
- Replace automated catalog and circulation system.

**2011**

- Increase hours by six per week.
- Paint walls.
- Replace floor covering.
- Widen parking spaces.
- Recruit Citizens for Wright Library committee for action on levy expiring in 2012, if needed.
- Work on strategic plan for 2012-2015.