

Introduction

The Library's Three Year Plan of Service was last updated in 2008. A review of the 2008 Plan indicated a significant degree of success in achieving the goals outlined by that document and confirmed the necessity of creating a new planning document if the Library is to maintain its forward momentum.

About Us

The Gloversville Public Library (GPL) is a school district public library chartered in 2005 to serve the residents of the Gloversville Enlarged School District (GESD). It is the successor to the Gloversville Free Library (1888-2005) and the Levi Parsons Library of Gloversville and Kingsborough (1880-1888).

Mission Statement

The Gloversville Public Library commits itself to the citizens of the Gloversville Enlarged School District to be a community resource that provides access to information and technology, educational and cultural events while remaining a center for research and recreational pursuits.

Statistics

The Gloversville Public Library is chartered by New York State to serve the population of Gloversville Enlarged School District, a population of 19,242 per the 2010 Census. The Library also extends its services to the surrounding communities. The Library currently employs four full-time and 12 part-time staff members and is open 45 hours, six days per week.

	<u>2011-2012</u>	<u>2010-2011</u>	<u>2009-2010</u>	<u>2008-2009</u>
Budget	\$ 434,944	\$ 405,194	\$ 383,000	\$ 392,800
Tax Levy	\$ 253,200	\$ 241,200	\$ 198,200	\$ 198,200
Circulation	-	93,224	86,148	88,405
Holdings	-	49,596	48,844	50,904
Visitors	-	127,171	115,435	105,495

The Process

Using the American Library Association tool, New Planning for Results, the Board of Trustees of the Gloversville Public Library sought community input in creating a new long range plan. A focus group meeting of stakeholders facilitated by MVLS Director Carol Clingan reviewed the 2008-2011 plan and discussed the present state and the future of the community.

The stakeholders were also educated about the programs and services offered by the library, and asked about their own needs and hopes for the library's future. The community identified the need for the Library to increase its public profile in the community, and to engage new populations in the community, including businesses.

The Board of Trustees also held a half day retreat to discuss current activities in the community and

existing Library projects.

The Library will solidify itself as a vibrant community resource contributing to the rejuvenation of downtown Gloversville. Our ultimate goal is to develop community recognition of the Library as an essential community service.

What follows is a three year plan to provide the Library with actions to engage more members of our community and develop a funding strategy for the full renovation of this historic building.

Programs and Services

Goal 1: Community members will have increased access to and awareness of library service.

Objective: By 2013, the GPL will analyze barriers to patron access of programs and services.

Activity: Examine the Library's operating hours and adjust them as resources allow.

Activity: Determine which, if any programs and services, can be offered off-site or afterhours utilizing technology and community partnership opportunities.

Objective: By 2014, the GPL will raise the public's awareness of the programs and services provided by the Library as measured by statistics and targeted surveys.

Activity: To develop a marketing strategy for the Library as an institution and for the Library's programs and services.

Activity: The Library will develop, distribute and analyze a survey to determine how the community receives information and will adjust the means of disseminating publicity accordingly.

Activity: The Library will adopt new methods of advertising its programs and activities based on survey results.

Goal 2: Community members will have access to a wide variety of programming, materials and technology to meet their educational, informational and recreational needs.

Objective: By 2013, the GPL will evaluate and adjust existing and future programs according to how well they address the community's needs.

Activity: Develop and implement an evaluation system to determine a program's success at addressing a variety of community needs.

Activity: Develop, distribute and tally program specific surveys to acquire a better understanding of community wants and needs, and expand or design new programs to address those wants and needs.

Activity: Maintain existing programs as long as they remain relevant to changing community needs.

Activity: By 2014, the GPL will provide one new program for each of the Library's target audiences (adult, teen and juvenile).

Goal 3: Community members will identify the Library as an essential community service.

Objective: By 2013, the GPL will identify how it is an essential community service and begin promotion to raise public awareness of how it is vital to our community.

Activity: Develop a comprehensive list of Library programs, services and activities to be used as talking points for the Board, staff and volunteers as they advocate for the Library within the community.

Activity: Increase the Library's presence at community events and use those opportunities to share its programs and services by 25%.

Facilities

Goal: The GPL will continue to work toward full access of the Library building for all community members.

Objective: By 2013 the Board of Trustees will engage the services of a consulting firm to complete a planning study and begin a capital campaign for the renovation of the existing facility.

Activity: The Library will sign a contract with a capital campaign planning firm.

Activity: The Library will work with a planning firm to develop a fundraising campaign.

Activity: The Library will launch the fundraising campaign.

Objective: By 2014 the Library will complete Design Development.

Activity: By 2013 the Library will retain and work with Butler Rowland and Mays Architects, LLC to complete Design Development.

Objective: By 2014 the Library will establish a funding strategy to implement the renovation developed by the Building Committee and Butler, Rowland and Mays Architects, LLC.

Activity: The Library will seek grant funding

Activity: The Library will explore DASNY funding

Activity: The Library will begin planning a referendum

Activity: The Library will begin working budgeting for post-renovation operation expenses

Goal: Community members will have a safe, clean and pleasant Library environment.

Objective: By 2013 the basement remediation will be complete.

Activity: The GPL will hire appropriate personnel to thoroughly clean the basement.

Activity: The GPL will evaluate and organize the storage of furniture and supplies throughout the facility.

Objective: By 2014 The GPL will develop and implement a comprehensive maintenance plan.

Activity: The Building Committee will work with cleaning staff and volunteers to develop a comprehensive maintenance plan that includes the interior, exterior, grounds and parking lot.

Activity: The Library allocate resources to implement the facility maintenance plan.

Adopted by the Board of Trustees of the Gloversville Public Library April 2012