

# STRATEGIC PLAN

## 2020-2023

Stewart Public Library



# Our Mission

THE MISSION OF THE STEWART PUBLIC LIBRARY IS TO ENRICH THE LIFE OF  
EVERY PERSON IN OUR COMMUNITY BY PROVIDING ACCESS TO THE  
WORLD'S IDEAS AND INFORMATION



## Guiding Principles:

**Service:** Providing the highest level of service to all of our patrons

**Equality:** Barrier free access to knowledge and information

**Inspiration:** Provide a space that encourages growth in creativity, knowledge and skills

**Connections:** Provide services that meet every person in our community's needs

**Collaboration:** Utilize the skills within our community to enhance our programming. Increase Partnership with businesses, organizations and government agencies.

A survey was conducted within the community as well as collaboration with the board and staff to create the goals for the new 2020-2023 Strategic Plan that will guide the library throughout the next 3 years.

# **Four goals that will shape our next 3 years:**

## **Goal #1**

**Collaborate with businesses, organizations and people within our community to enhance our programming**

## **Goal #2**

**Connect with all age groups within our community to provide equal opportunity for services and programming for all**

## **Goal #3**

**Expand, improve and enhance access to connectivity and technology for staff and the public**

## **Goal #4**

**Building capacity for the community, staff and the board of trustees**

## **Goal #1**

### **Collaborate with businesses, organizations and people within our community to enhance our programming and engagement**

**Objective:** Access and utilize skills and services within our community that can provide knowledge to our population as a whole.

**Actions:**

- Promote skill sharing within the community
- Create programming around professional workshops and presentations

**Objective:** Support community initiatives through outreach and collaboration.

**Actions:**

- Collaborate with the District of Stewart on their Healthy Community Initiative by beginning a free recreational borrowing library.
- Provide outreach at community festivals
- Attend meetings held by other organizations/community groups to remain up-to date on what is happening in the community and how we can be involved

**Objective:** Utilize different spaces within the community and explore options for increasing library space for programming.

**Actions:**

- Continue to partner with the school district
- Explore options to increase space within the library to create a bigger programming area
- Increase outreach using outdoor facilities

**Objective:** Increase outreach and presence within the School District to foster library engagement.

**Actions:**

- Initiate in-school outreach for library programming
- Increase Summer Reading participants by meeting with each classroom
- Continue to utilize the school space for presentations allowing all children to attend
- Collaborate with school district to see how the library can be of best service

## **Measuring Our Success**

**Programs offered, Program attendance, Annual Survey,  
Outcomes of initiatives, Output of initiatives**

## Goal #2

**Connect with all age groups within our community  
to provide equal opportunity to services and programming  
for all**

**Objective:** Increase early literacy services for children 4 and under

**Actions:**

- Explore options that will encourage more participants to attend
- Utilize e-literacy options to promote learning and language development

**Objective:** Connect with our senior population through programs, workshops and services

**Actions:**

- Offer programming targeted towards 65+ (reading to seniors, computers, sitting-aerobics)
- Explore outreach opportunities at the senior's center

**Objective:** Strengthen relationship with the teen/young adult community by offering programs and services that are specifically geared towards their interests.

**Actions:**

- After school activities/workshops that are of interest to their age group
- Explore the idea of having a peer led program
- Teen board member as advocacy

**Objective:** Provide an increase in programming geared towards the adult population

**Actions:**

- Create a collection of items that the public can borrow that goes beyond our mandate of books ie: recreation equipment, games, puzzles, cooking equipment etc.
- Offer programs such as 'Armchair traveller', 'Trivia Night' etc.
- Weekly/Monthly groups to connect this demographic

## Measuring Our Success

**Programs offered, Program attendance, Annual Survey,  
Outcomes of initiatives, Output of initiatives**

## Goal #3

**Expand, improve and enhance access to connectivity and technology for staff and the public**

**Objective:** Utilize technology to increase our services, collection and programs offered

**Actions:**

- Increase our audio book collection
- Provide programming aimed at teaching specific platforms
- Increase inventory of technology in the library (iPads, VR equipment etc.)
- Charging kiosks/computer stations

**Objective:** Use technology for operational efficiency within the library

**Actions:**

- Work towards a paperless filing system
- Cloud back-ups
- Explore visa/debit options
- Have tech support readily available
- Separate computer for catalogue

## Measuring Our Success

**Programs offered, On-line user statistics, Annual Survey, Outcomes of initiatives, Output of initiatives, Monthly data, Inventory**

## **Goal #4**

### **Building capacity for the community, staff and the board of trustees**

**Objective:** Provide barrier free educational opportunities through the library that will enhance skills of the community

**Actions:**

- Offer professional development courses
- Create a quiet study space
- Increase e-resources data base

**Objective:** Build and expand library staff skills through workshops, online classes and yearly conferences

**Actions:**

- Explore courses that can be done online
- Arrange for staff attend at least one yearly conference
- Increase participation in online webinars

**Objective:** Build and expand skills of the Board of Trustees through workshops, online classes and yearly conferences

**Actions:**

- Provide opportunities for board members to attend conferences
- Participate in BCLTA workshops and training

## **Measuring Our Success**

### **Outcomes of initiatives, Output of initiatives, Monthly Monitoring and Reporting**