



LONG RANGE PLAN

2023-2025

The new Library goals and action plans for 2023-2025 create a roadmap for the future, describing the results that the library is trying to achieve. This plan is a living document and outlines a continuously evolving, ongoing process on how the Library can best serve the LaGrange community. It will be evaluated annually, informed by formal and informal surveys of the community and items, goals, and action steps will be modified as needed.

Library Mission Statement

The LaGrange Association Library provides opportunities for cultural, educational, and recreational enrichment to the residents of the LaGrange community.

Library Vision Statement

The LaGrange community is the heart of our Library. We strive to be a friendly, welcoming environment for people of all ages and backgrounds to gather, relax, and learn. We will provide a combination of traditional and progressive library services integral to the lives of LaGrange residents by offering relevant, popular materials, services and programs, and current technology.

GOAL 1 – COMMUNITY INVESTMENT

Build the Library's identity in the LaGrange community.

Action Steps:

- The Long Range Planning Committee will conduct a survey for LaGrange residents about their opinions, aspirations, and vision for the Library facility, materials, programs, and services at least every three years.
- These survey results will be utilized to create a framework guiding the Library's collection development, service offerings, and programs going forward.
- Library Trustees, Director, and staff will perform outreach to collaborate with local government, schools, and organizations.

- Library Trustees, Director, and staff will visibly represent the Library by attending various community events and appropriate town meetings.
- The Library's budget, policies, and Board meeting documents will be posted on its website for transparency and accessibility by the community.

GOAL 2 - LITERACY AND LIFELONG LEARNING

LaGrange Library will promote and support literacy and lifelong learning by providing relevant materials and programs that meet the community's personal, educational and creative needs.

Action Steps:

- The collection development staff will 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 collection development staff will monitor patron trends/circulation statistics to direct purchasing and removal decisions.
- The Director will oversee the purchase of vibrant, timely, relevant collections in multiple formats, such as print, audio, video, and digital, based on community interest.
- The Youth Services Coordinator will continue to encourage pre-school aged children to discover the fun of reading and educational skills through materials, programs, special events and community partnerships.
- The Youth Services Coordinator will reach out to local daycares, preschools, and parent groups to promote early literacy.
- The Director and Youth Services Coordinator will look for training opportunities on the latest developments in early literacy programming.
- The Adult/Teen Services Coordinator will work to provide programming that focuses on areas of interest to LaGrange residents, including local history, aging in place, and health/well-being, reaching out to local organizations, businesses, and the local school districts.
- The Director, Adult/Teen Services Coordinator, and Youth Services Coordinator will work to bring programs into the community, as well as continuing to offer programming in-house.

GOAL 3 - FACILITIES

The Library will continue to explore options to expand its physical plant to afford the appropriate space and amenities in which to operate in the long term.

Action Steps:

- The Building Committee will work with the Board President and Library Director to find a suitable, cost effective solution for the Library to expand its current space to its full potential.
- The Board President and Library Director will maintain an exchange of information with the LaGrange Town Supervisor to ensure financial support for the increased expenses associated with a larger space.

- The Board will maintain an agreement with an architectural firm to oversee the construction/renovation of the larger space.
- The Board will continue its capital campaign to fund the completion of the planned renovations, including construction, furniture, shelving, and equipment needed for the larger space.
- The Board of Trustees will maintain a Facility Plan that allows for proper budgeting of all anticipated capital improvement expenditures and allow the Library to pursue NYS Construction Grant aid.

GOAL 4 – STAFFING

The Library will ensure adequate staff to provide effective and efficient library services to the LaGrange community.

Action Steps:

- The Director will evaluate staffing needs on a regular basis and ensure that staff duties and compensation remain competitive with similar libraries, complying with state-mandated minimum wage requirements and livable wage guidelines.
- The Library will continue its volunteer program to enhance the proficiency of patron services.

GOAL 5 – FINANCIAL STRENGTH

The LaGrange Library Trustees will work diligently to secure adequate annual funding to support building and personnel needs.

Action Steps:

- The Board President and Library Director will maintain communication with the LaGrange Town Supervisor and Trustees to ensure the necessary annual funding for quality library services to the LaGrange community.
- The Fundraising Committee will pursue activities to raise revenue for the Library and evaluate the addition of a more effective fundraising platform for the website.
- The Library Director will work with the appropriate staff members to identify and pursue grants that can fund additional programs and projects that fulfill the Library's mission statement.
- The Library Director will work with the Dutchess County Directors Association to identify grant opportunities available at the county level to fund additional Library programs and projects.

GOAL 6 – TECHNOLOGY

LaGrange Library staff and patrons will have access to up-to-date technology and training.

Action Steps:

- The Board of Trustees will adopt a Technology Plan to provide patrons with current technologies and formats for fast, efficient access to information and recreation. The Technology Plan will ensure that staff has the hardware/software necessary for efficient job performance.
- The Board will adequately fund technology replacements for staff and the public so that computers, software, and other technology works properly and requires minimal maintenance.
- The Director will coordinate all staff technology training needs utilizing the library system's resources, as well as outside training and development opportunities.
- The Director, Youth Services Coordinator, and Adult/Teen Services Coordinator will monitor technology to the respective age groups and upgrade it as needed.
- The Adult/Teen Services Coordinator will offer technology help to the public through individual sessions and will coordinate group workshops as needed.

*Approved by the Board of Trustees, August 8, 2019
Amended and Approved, February 9, 2023*