

Charles City Public Library Long Range Plan

Mission Statement: The Library will act as a community center for all ages for basic information in various formats, popular reading, entertainment, programming for growth, self-help, and lifelong learning to increase the general good and well-being of the citizens of Charles City.

Service Goals

1. Boost literacy in all age groups.
 - a. Create and host regular family literacy events
 - i. Create and host 4 family literacy events by February 2016.
 - ii. Evaluate participation and seek partners to increase family literacy programs to quarterly by October 2017.
 - b. Increase reading in adults
 - i. Create an annual community read program by April 2016
 - ii. Encourage use of library resources by partnership with NIACC Adult Basic Education/High School Equivalency classes by September 2015.
 - c. Provide structured digital literacy instruction.
 - i. Using patron input, create multiple instruction pathways using Learning Express and other pre-existing digital literacy resources by February 2018.
 - ii. Recruit and train volunteers to assist in guiding patrons in the above created pathways by February 2019.
 - d. Increase awareness of and participation in emerging literacy programs
 - i. Using patron input, consider alternate times for preschool story hours by March 2017
 - ii. Using social media and local newspaper and radio promote existing story times and other emerging literacy programs by March 2016

2. Enhance the leisure time of all residents.
 - a. Provide the materials that people want.
 - i. Review the entire collection and adjust space allocation for sub collections no longer used or irrelevant to the needs of the population by November 2016
 - ii. Reallocate space to provide for higher demand sub collections by November 2017.
 - iii. Review procedures and practices that limit the availability of popular materials by March 2018.
 - b. Promote the use of the digital collection.
 - i. Develop up to date user guides for each of the online subscriptions by December 2015
 - ii. Train all staff on the use and purpose of the library's digitals collections and locations of user guidelines by March 2016.
 - c. Free up financial resources for collection purchases.
 - i. Complete an energy audit by June 2015.

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- ii. Evaluate the savings of such energy saving projects as LED lighting and seek grant funding to complete by December 2016.
- 3. Promote lifelong learning.
 - a. Evaluate the use of the nonfiction collection, including the biography by January 2016.
 - b. Provide in-depth collection development to identified areas of high interest to the community and enhance purchases in this area by July 2016 and ongoing.
 - c. Develop ongoing educational programs which are of interest to the community.
 - i. Seek partnerships with organizations in the community to provide free and low cost programs by October 2015
 - ii. Plan and host 4 lifelong learning events by October 2016.

Approved January 8th, 2015