



## Annual Library Service Plan – FY2018-19

### *Echo Public Library*

**Library Vision for the Future:** The Echo Public Library's community is at a minimum the town of Echo and surrounding school district or Echo address area. As such we work to serve the needs now and in the future of this population. In 2014 we celebrated our Centennial year and in the sign we are hanging it reads that the sign is being placed to acknowledge the *"importance of and the pride we have in this institution."* As such we strive to improve the effectiveness and welcoming atmosphere of our library.

It shall be part of our goal to assemble, preserve and make available book and non-book materials and services which will assist individuals to educate themselves, keep pace with progress in all fields of knowledge, become better political and social citizens and be more capable in their daily occupations, and develop their cultural, creative and spiritual capabilities and satisfy such needs and provide sources of entertainment and intellectual stimulation.

The Echo Public Library must consider not only the present needs of the community, but must try to anticipate future needs in order to give timely service. We also strive to listen to our patrons, young and old. Though the library attempts to give the best service possible to its regular users, it also has an obligation to collect materials and search for methods of service that will satisfy the needs of those in the community who have not traditionally been library users. It is vitally important that every citizen today have ready and free access to the world of ideas, information and creative experience.

**1. Priorities/Goals: Youth Programs and activities.** The Echo Library realizes that children who participate in library activities tend to do better in school. They are more likely to be well-rounded members of our society and thus ultimately library lovers and supporters. Our goal it to foster the love of and interest in libraries, learning and reading in the youth of the Echo area.

#### **Year 1 & Continuing activities**

Most of the things that we are listing for our goals are things that are on going and as such are continuous activities for our library.

1a. **Early Childhood Program:** Focused on early childhood literacy that gets children ready to learn.

i. Encourage participation: The librarian will work with the school and teachers to



provide information and flyers for the annual summer reading program and other programs.

ii. Publicity: The city sends a newsletter to each household on city utilities and to anyone else who asks for it either through the mail or via

email. Information on the Summer Reading Program and other library activities is included in the newsletter. This provides exposure to all age groups, including pre-school children who would not receive information thru the school. A call list is also maintained. The librarian will call families with children to remind them of youth programs such as professional entertainers or art programs.

iii. Summer Reading: We will continue to offer a summer reading program that uses the national Collaborative Library Theme each year and design activities, programs and selects materials that support that theme.

Such a program not only exposes participating children to professional entertainers that living in a small rural community they might not otherwise be exposed to, but helps stimulate their imagination

Using the experience and creativity of our staff we will design crafts that are fun and educational for youth.

Collection: The theme will be used to select library materials that are from suggested materials and which expand our collection.

Other: We will purchase craft supplies and snacks for use at each weeks' story time and at the end we have a closing prize where we provide reading related prizes for participating children and a cake or other refreshments, play games, etc. Library and Ready to Learn Funds are used for this.

iv. Story/Craft Time: The library will continue to operate a weekly Story/Craft Time and encourage participation by area children in the program which features crafts and the librarian reading to the children. The librarian selects various themes each week

which may be related to holidays and observances. We will provide treats and purchase craft items for use in the weekly program

v. Feedback: During the year, after special programs, etc. the librarian will gather brief surveys from parents and/or children to find out what they like most.

vi. Ready to Learn: Echo Library became part of the Ready to Learn program this year and will continue to encourage participation by young children in this program. Incorporate Melissa and Doug materials for extended play into the library. Wooden Dolls and already arrived and they like the Keva Blocks are already popular.



vii. Facilities. The city received the donation of the old VFW Hall a couple of years ago and moved the children's programs to this building, which provides more room for the librarian to run programs and crafts without the fear of a "mess". The city received grants this year to do remodeling in the building which is making it safer, more durable and a more inviting

place to hold children's library activities.

**2. K-12 Youth Programs:** Focused on establishing/maintaining a lifelong relationship between the youth and the public library and fostering a love of learning and reading to create better educated and rounded citizens.

i. Encourage participation: The librarian will work with the school and teachers to provide information and flyers for the annual summer reading program and other programs.

ii. Publicity: The city sends a newsletter to each household on city utilities and to anyone else who asks for it either through the mail or via email. Information on the Summer Reading Program and other library activities is included in the newsletter. This provides exposure to all



age groups. A call list is also maintained. The librarian will call families with children to remind them of youth programs such as professional entertainers or art programs.

iii. Library Exposure: As Echo schools do not have a library/librarian other than a few books in each classroom and to meet state educational guidelines, the library works with the school to provide exposure to libraries, information on the collection, information on how to use the library and find items, library etiquette and much more. Students from K-5th grade visit the library about 5-6 times each year and through activities the library helps provide this core learning experience for youth (each class comes at a separate time).

iv. Summer Reading: We will continue to offer a summer reading program that uses the national Collaborative Library Theme each year and design activities, programs and selects materials that support that theme.

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**Current & Continuing:** The City began helping the school sponsor its first entry into the Oregon Battle of the Books by purchasing all of the books on the list that we didn't already have. We continued this for the current year and have a special display of the Battle of the Books books in the center of the library. One of the attached photos shows this display. We feel this is important to show our commitment to encouraging our children to participate in and do well in such program.

**6. Welcoming/User Friendly Atmosphere:** Focused on developing a library that is a friendly, active and welcoming center of rural community life.

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The city received the donation of the old VFW Hall a couple of years ago and moved the children's programs to this building as well as using it for meetings and for our Amazon book store. This provides us with more room for the librarian to run programs and crafts without the fear of a "mess" for children and an area where we can

access the books we sell on Amazon, which provides a small pool of funding for the library each year. .

The city received grants this year to do remodelling in the building which is making it safer, more durable and a more inviting place. This year we will focus on moving back into the building as the remodelling is finished and continuing to make it an attractive and inviting extension to the main library.

The Echo Library staff will work to keep the library a warm and inviting place for patrons of all ages, walks of life and social and economic status by being warm, welcoming and friendly. The library will be well maintained clean and attractive. The decorations and historical ambience of our library are all welcomed and embraced by visitors and regulars

alike. A lady comes in weekly enroute from Heppner to Pendleton and complements us on a regular basis for how welcoming and attractive the library is. Newcomers and visitors



often comment on how beautiful and homey the library is and that they love visiting. Our goal shall remain to keep fostering this feeling for our patrons and visitors. We will work to maintain a library that enhances Echo's livability; Provide regular information on the library and its services in the city newsletter and local media to keep the community informed of what services the library provides.

Outcomes: Periodically survey patrons; Record comments from visitors and patrons. The Echo Library hopes to develop a library that is

representative of the community of Echo and which is held in high regard by the community. We will work to make the Echo Public Library a place where people want to spend discretionary time.

Objective: Include information in city newsletter with information on library programs, donations, and other news each month.

Maintain the building through building maintenance and janitorial services.

Long Term Goal: To have the library added to the list of places visitors "must see" when in Echo.