

Annual Library Service Plan – FY2021-2022

Weston Public Library

Library Vision for the Future:

Weston Public Library's staff and board support our mission to serve the greater Weston community through:

- Outstanding patron service
- Library collections that meet the needs of our community and encompass a wide range of thought and expression
- Incorporation of current information technology
- An inviting and user friendly facility
- Active involvement in the community
- A wide range of youth and adult programming
- Training of staff, board and volunteers

FY 2021-2022 represents year one of a 3-year plan outlining goals for our library. This fiscal year will reflect the reality of a hard reset, as we pivot from the global experience of providing library service during the pandemic. In many respects our library will be reestablishing basic programs and services that were discontinued during the lengthy pandemic shutdown. We will also make use of things we learned from the pandemic, such as curbside delivery and take home art kits for kids.

1. Goal: To increase Library use and promote literacy in our youth

What community needs are you addressing: The need to nurture and grow Library users in the community.

Priority(ies): Early Childhood Programs, K-12 Youth Programs

FY2021-2022 - Year 1 activities

- Offer at least 25 Preschool Storytime sessions
- Offer 6 weeks of Summer Reading Program activities
- Deliver library materials to homebound residents
- Provide readers' advisory services
- Manage the library collection, including acquisition, weeding and materials preservation
- Offer special library events for kids, i.e. Santa visits, Trick or Treating, art kit handouts, book bag handouts

FY2022-2023 - Year 2 activities

- Continue all successful activities from Year 1
- Offer at least 3 after school Library activities for youth

FY2023-2024 – Year 3 and beyond activities

- Continue to offer all successful Year 2 activities
- Initiate a plan for student Library volunteers

2.Goal: To promote the Library as a friendly, active center of rural community life

What community needs are you addressing: The need for members of the community to get back into the habit of using the library for recreation, research, and public computer use after a year of limited access to the facility due to the pandemic.

Priority(ies): Welcoming/User Friendly Atmosphere

FY2021-2022 - Year 1 activities

- Offer 12 monthly adult book group sessions
- Host Friends of Weston Library annual meeting, featuring a guest speaker
- Host Friends of Weston Library annual used book sale
- Host at least 2 continuing education opportunities for adults, i.e. photography, author visit or genealogy
- Publish and distribute monthly "Library Page," the newsletter of Weston Public Library
- Continue book delivery and curbside delivery of materials
- Restore public computer use
- Restore open access to the building, observing safety protocols
- Hold regular monthly meetings in the library building

FY2022-2023 - Year 2 activities

- Continue to offer all successful Year 1 activities
- Increase special programming

FY2023-2024 – Year 3 and beyond activities

- Continue to offer all successful Year 2 activities
- Increase special programming

3.Goal: To plan for succession of the Library Director position

What community needs are you addressing: The need for a smooth transition and continuity of library service in our community upon eventual retirement of Library Director.

Priority(ies): Training (staff and board)

FY2021-2022 - Year 1 activities

- Compile in-depth operations manual, including day-to-day, monthly and annual duties
- Complete maintenance of files and archives
- Keep up to date on maintenance of collection (weeding)

FY2022-2023 - Year 2

- Provide to Library Board resources and training needed to hire a new director
- Update Library Director job description

FY2023-2024 – Year 3 and beyond activities