





FY19-20 STRATEGIC PLAN REVIEW

Annual Library Service Plan Review
for the Umatilla County Special Library District



THE YEAR OVERVIEW





SUMMER 2019

July -September



JULY - SEPTEMBER

- Start of the new fiscal year
- Audit documents gathered and submitted to the Auditor
- A bit of a breather for cataloging during the Summer Reading Program
- Take Off! is delivering less and working on maintenance of materials
- New Board members
- Continued the *East Oregonian* column – Libraries Provide - Countywide
- Health benefits renewal

The background of the entire image is a soft-focus photograph of autumn leaves. A large, vibrant red maple leaf is prominent on the left side, with its veins clearly visible. Other leaves in shades of orange, yellow, and some green are scattered throughout the background, creating a warm and seasonal atmosphere.

AUTUMN 2019

October - December




OCTOBER - DECEMBER

- Take Off! Back to school, deliveries and storytimes
- Libraries have a Gale databases webpage for their websites
- November In-Service
- Tried to hold a Board/Friends/City Officials Training
- ALSP Review Meetings held
- Began working with Ruth Metz for the Tax Distribution Review
- Disseminated information for the Tax Distribution Review process
- Courier Deliveries
- State Library of Oregon Statistical Report due
- SDAO Best Practices

The background of the entire image is a close-up photograph of red berries, likely holly, heavily coated in a thick layer of white snow. The berries are vibrant red and round, contrasting sharply with the soft, out-of-focus white snow. The snow appears to be fresh and clings to the berries and the thin branches they are on.

WINTER 2020

January - March



JANUARY - MARCH

- Tax Distribution Public Meetings
- Board Retreat
- Flooding in the County
- SDAO Annual Conference
- Local Government Budget Training
- Umatilla County Historical Grant
- Food For Fines in February
- Found a new office space to rent
- Packed and moved the office
- Closures for the COVID pandemic
- Courier was abbreviated
- Board and other meetings move to Zoom
- Complete change for Take Off! program

A vibrant, close-up photograph of a meadow filled with various wildflowers. In the foreground, a white daisy with a bright yellow center is in sharp focus. To its left, a purple flower is partially visible. Below the daisy, a pink flower with a yellow center is in bloom. The background is filled with more flowers, including yellow ones, and tall green grass blades, all slightly out of focus. A semi-transparent white rectangular box is positioned on the right side of the image, containing the text.

SPRING 2020

April - June



APRIL - JUNE

- Spring In-service by Zoom on the Importance of Self Care
- Start of check-in meetings by Zoom for libraries' staff members
- Purchase of Chrome Books and/or microphones and cameras for all the libraries
- Move of website to the Streamline platform
- Budget completed and submitted
- ALSPs due to UCSLD
- Work with LEO, Sage and Blue Mountain Early Learning Hub
- End of the fiscal year



MISSION & CORE VALUES

The Umatilla County Special Library District works in partnership with our libraries to advance and make available excellent library services, programs and continuing education opportunities for all.

- Customer Focus
- Communication
- Leadership
- Integrity
- Teamwork
- Growth
- Creative Innovation – working to think outside the box
- Flexibility



UCSLD VISION FOR THE FUTURE

The Umatilla County Special Library District (UCSLD) works collaboratively with our public libraries to ensure that high quality library services are available to all.

Public libraries are places of welcome for everyone, and UCSLD strengthens and unites our communities.

Library staff are valued and recognized for providing exceptional service to their communities. UCSLD invests in Library Staff development, and offers opportunities for interaction, skill-building and cross-training.

To advance the vision, UCSLD partners with groups and organizations to increase the reach of literacy and access to information, building on the foundations of a democratic society.



COMMUNITY NEEDS

- Taxpayers need accountability
- Libraries have slow growing budgets and costs rising each year
- Community needs evolve and we respond – for example, rapid technological change
- Need for training to keep up with change
- Underserved populations
- Homebound populations
- Children and families who can't get to the library
- Underserved populations
- Need for information about local resources
- Libraries have limited training budgets
- Need for a consistent, clear library message



The UCSLD seeks dynamic partnerships to enhance library services to residents of the district.

- New City/District Agreements are in place
- Began the process of reviewing and updating the tax distribution formula

The UCSLD invests in professional development to build the capacity of boards of directors, boards of trustees and all UCSLD and public libraries' staff members

- Continuation of cataloging training and support
- Ongoing library staff in-service trainings – provided the first Zoom training in 4/2020
- Planned for a library Board in-service training and this did not receive interest so was canceled. Will look at other options for Board trainings.

The UCSLD operated efficiently, effectively and within the laws of the State of Oregon and the approved policies of the UCSLD Board of Directors

- Continuation of digitization of UCSLD documents
- Staff developed a records management structure and are working to implement
- Redundancy built into administrative tasks
- The new Take Off! car was not purchased in 2019, but was moved to 2020/21 budget year
- The Board reviewed and updated many policies
- The office was moved to allow for a more usable space
- Applied for and received a Ford Family Foundation grant to cover costs associated with the tax distribution review process
- Contracted with Ruth Metz Associates to provide facilitation of the tax distribution review process

1 HOW DOES THE UCSLD LEVERAGE TAX DOLLARS TO ENSURE THE CONTINUATION OF EXCELLENT, GROWING LIBRARY SERVICES WITHIN THE DISTRICT

The UCSLD operated well during a year of much upheaval and chaos. We had big things on the docket – tax distribution review, move of the office – and between weather, pandemic and the adjustment to new ways of doing things, we continued to function well.





2 HOW DO POPULATIONS IN UMATILLA COUNTY ACCESS LIBRARY SERVICES?

Take Off!

- 427 Storytimes
- 1,998 gift books given to children
- 16,956 books were rotated in the wonderful book boxes

The UCSLD supports libraries' outreach efforts, helping to provide accessible services to populations where they are.

- The Take Off! Program had to completely shift and flex
- Partnerships with the libraries continued but in a different way

The UCSLD directly provides early childhood literacy outreach to children in Umatilla County

- Take Off! has a robust FaceBook, new YouTube station and Pinterest community
- Partnerships with Early childhood educators were kept strong
- The collection development policy was written in the FY20-21
- There has been extensive work done on the Take Off! Collection





Residents of the UCSLD have access to centralized and increased communication avenues to increase their ability to participate in the services offered by the libraries.

- Strategic plans continue to be updated
- Gale database pages provided for each library and can be accessed from the UCSLD site with each libraries' patron card numbers.
- Early documents of the UCSLD are digitized
- The East Oregonian column – Libraries Provide – Countywide is created and published each month.

Library staff members have access to the information and support they need in order to reach more people with the library's message.

- The UCSLD website continues to provide information of district events, projects and opportunities
- Instead of a SharePoint site, a Google drive was set up for library staff in the UCSLD to share information

3 HOW DO MORE PEOPLE LEARN ABOUT WHAT SERVICES THE UCSLD AND MEMBER LIBRARIES OFFER?

Marketing continues to be a need for all libraries. We have made progress with the EO column and an updated website.

We provide access to shared documents, Zoom meetings, storytime kits and support on anything asked of us.

Supporting connectivity for all libraries, provided the Google ChromeBooks and microphone/video resources for the libraries



STATISTICS

- Work done on behalf of each library



Items added to the catalog	3,601
Items deleted from the catalog	7,251
Cataloging corrections	1,665
Temp bib records upgraded	96
Original cataloging	3 to 4 each month



PARTNERS

- 12 libraries in Umatilla County
- Libraries of Eastern Oregon
- Sage Library System
- Oregon Library Association
- Ford Family Foundation
- Umatilla County
- State of Oregon Department of Revenue Local Government Budgeting
- Dolly Parton Imagination Library
- State Library of Oregon
- Ingram purchasing discounts
- InterMountain ESD



QUESTIONS?





THANK YOU