



Long Range Plan 2020 – 2024

This plan was created with the intent to revisit it as soon as possible once in the new facility.

Mission

The Bayport-Blue Point Library is the community's portal to life-long learning and is dedicated to promoting knowledge, fostering creativity and bettering lives.

Vision

The Bayport-Blue Point library will meet the increasingly changing and diverse literary, technological, social and research needs of our community and do so with an eye on sustainability, growth and excellence in services and resources.

The Long-Range Planning Process



The Bayport-Blue Point Library's Long-Range Plan outlines our three to five-year goals and details how we will meet them. It serves as a focus of discussion on library accomplishments, needs and priorities.

The Library's Long-Range Plan will be reviewed annually by the Planning Committee. They will evaluate progress and make recommendations to the Board of Trustees on current and future goals.

The Library's goals will be presented in a timely manner and prioritized in drafting the Library's Annual Budget.

Long Range Planning Committee

Susan Kennedy-Smith, Chair
Kim McAward, Library Trustee
Michael Firestone, Library Director
Wendy Bennett, Assistant Library Director
Gail Silsbe, Head of Children's Services
Kelly Sheridan, Head of Young Adult Services
Jerry Sullivan, Tech Librarian & Head of Circulation Services

Board of Trustees

Ronald F. Devine, Jr., Board President
Stephanie Heineman, Vice President
Mary Ellen Adams, Secretary
Susan Kennedy-Smith, Trustee
Kim McAward, Trustee

Library Core Values

Public Service

- Provide friendly and accessible service
- Create a comfortable environment
- Offer excellent collections and resources
- Treat patrons with dignity and respect
- Be responsive to the needs of the community

Intellectual Freedom

- Provide access to a full range of information
- Offer materials that provide different points of view allowing for full and open presentation of issues in our democratic society

Human Resources

- Treat each other with dignity, respect, fairness and courtesy
- Provide information, delegate authority and support staff
- Value employees' experience, skills, knowledge and commitment to the library's mission

Professionalism

- Commit to excellence
- Encourage creativity and flexibility
- Promote ethical practices
- Provide ongoing education and development for all staff

Accountability

- Make the most effective use of public and private funds
- Be accountable at all levels to the mission, values and goals of the Bayport-Blue Point Public Library

Goals

To achieve the mission of the Bayport-Blue Point Public Library the following goals have been established:

Goal #1

To build and move into a new 21st century library facility

Goal #2

To prepare a long-term makerspace plan and update our technology plan

Goal #3

To strengthen community partnerships

Goal #4

To establish the library as an arts and cultural center in the community

Goal #5

To become the "Best Small Library" in America

Action Plan

GOAL #1: To build and move into a new 21st century library facility

Strategy #1: Implement the design of the new, dedicated YA space, creating a welcoming space for teens.

- **Action:** Purchase seating, shelving, and gaming for new space
- **Time Frame:** Short-term

- **Action:** Teens will know what the library offers at any given time and be able to contact the teen librarian with questions or suggestions for programs and materials they would like to see offered.
- **Time Frame:** Long-term

- **Action:** Offer college readiness programs and collection
- **Time Frame:** Long-term

- **Action:** Create lasting partnerships with middle and high school teachers and librarians
- **Time Frame:** Long-term

Strategy #2: Utilize new spaces to provide innovative and educational resources and programs which will stimulate learning, curiosity, imagination and self-awareness

- **Action:** Engage children with STEAM (Science, Technology, Engineering, Arts and Mathematics) activities to aid in the development of valuable developmental skills
- **Time Frame:** Short-term

- **Action:** Connect families to nature and the world around them through environmental education and interactive learning
- **Time Frame:** Short-term

- **Action:** Create calm and focused spaces for families to learn strategies for personal wellness
- **Time Frame:** Short-term

Strategy #3: Become a sustainable library by establishing ecologically efficient practices within the physical building, within library operations and within the community

- **Action:** Obtain a green business certification from the Green Business Partnership

- **Time Frame:** Short-term
- **Action:** Become a certified Sustainable Library through NYLA's Sustainable Libraries Initiative
- **Time Frame:** Short-term

Strategy #4: Develop a technologically savvy staff that is proficient in working with patrons on computers and devices

- **Action:** Assign each full-time staff member an iPad to use while working on the desk and at home. Assign shared iPads to part-time staff members to use while working on the desk
- **Time Frame:** Underway, short-term
- **Action:** Develop an ongoing training program for Adult Services staff, covering library databases, online resources and troubleshooting with computers and devices
- **Time Frame:** Underway, short-term

Goal #2: To prepare a long-term makerspace plan and update our technology plan

Strategy #1: Develop a practical plan for electronic resources to be shared in our Makerspace and throughout our library and community

- **Action:** Work in concert with the school district to develop a STEAM agenda to assist the school with their curriculum
- **Time Frame:** Long-term
- **Action:** Establish a committee or designate persons responsible to assess technological changes and to make technological advances available to patrons
- **Time Frame:** Short-term

Strategy #2: Keep technology plan up to date and periodically replace hardware and software

- **Action:** Develop a technological equipment replacement plan and update our technology plan accordingly
- **Time Frame:** Short-term

Strategy #3: Provide technological training to the public

- **Action:** Conduct one-on-one classes in the library to teach patrons how to make best use of the computers and other digital equipment located within the library
- **Time Frame:** Short-term
- **Action:** Conduct classes at the library to those interested in improving skills or learning to use computers for enjoyment activities
- **Time Frame:** Short-term

Goal #3: To strengthen community partnerships

Strategy #1: Work with Bayport-Blue Point Legislators to improve upon and develop relationships with our elected officials

- **Action:** Attend meetings, visit legislators in their offices and invite them to the library when opportunities arise
- **Time Frame:** Short & long-term

Strategy #2: Maintain current relationship with Bayport-Blue Point School District

- **Action:** Designate the Director to be responsible for maintaining contact and developing relationships with personnel from all institutions to ensure a continuing partnership with the schools
- **Time Frame:** Long-term

Strategy #3: Become a local history hub for the community, offering access to historical information about Bayport and Blue Point both online and in person

- **Action:** Reorganize the Gene Horton Local History Room to make materials more accessible
- **Time Frame:** Short-term

- **Action:** Digitize all Local History materials from Gene Horton's collection
- **Time Frame:** Underway, short-term

- **Action:** Work with the Bayport-Blue Point Heritage Association to digitize and catalog their collection of historical photos and documents
- **Time Frame:** Underway, short-term

Goal #4: To reinforce the library as an arts and cultural center in the community

Strategy #1: Strive to recognize the cultural diversity within the community

- **Action:** Make available materials in foreign languages to accommodate the growing diverse community
- **Time Frame:** Short-term

Strategy #2: Make the library more accessible and user-friendly

- **Action:** Increase the number of hours of operation

- **Time Frame:** Short-term
- **Action:** Continue efforts to maintain the inviting and welcoming atmosphere
- **Time Frame:** Long-term

Strategy #3: Evaluate services extended to teens and seniors and propose a plan to address the needs of those groups to encourage continued use of the library

- **Action:** Establish a focus group or groups consisting of library personnel, seniors and teens to develop a plan for services for these groups
- **Time Frame:** Long-term

Strategy #4: Enhance collections of materials complementing the arts

- **Action:** Designate a portion of the yearly fiscal budget to arts related materials
- **Time Frame:** Long-term

Strategy #5: Encourage the public to engage in art-related activities in the library

- **Action:** Hold art classes and demonstrations at the library
- **Time Frame:** Short-term
- **Action:** Encourage local artist to display artwork in the library
- **Time Frame:** Long-term

GOAL #5: Become the “BEST SMALL LIBRARY” in America

Strategy #1: Determine the criteria for eligibility for the designation

- **Action:** Contact program directors to determine the criteria for judging the Best Small Library in America competition
- **Time Frame:** Short-term

Strategy #2: Submit contest application to the Bill & Melinda Gates Foundation

- **Time Frame:** Short-term

Short-term – One Year

Long-term – Two-five Years