

1.03 STRATEGIC PLAN

Strategic Plan Vision

To be responsive to community needs.

Strategic Plan Mission

Asotin County Library responds, as needs arise, to patrons, school districts, local government, national trends, and community partners through programs, collections, staff enrichment, facilities, and fiscal responsibility. The Library strives for sustainability in our practices, facilities, and human and financial resources.

Programs

Goal

To serve as a community hub for programs for all ages.

How We Are Being Responsive to the Community

We provide recreational and educational programming with an emphasis on early learning for children, STEAM literacy for youth and digital literacy, career services and humanities for adults.

Action Steps

- Develop regular programs for 50+ individuals focused on aging well among other things.
- Strengthen and promote educational and recreations programs for youth with varying degrees of abilities.
- Continue efforts to expand library programs in response to our current and future culturally and demographically diverse population.
- Promote programs through traditional media, social media, community presentations and face to face informal contact with the community.
- Continue to offer humanities programming such as Music in the Stacks, Wine & Wisdom, Everybody Reads, local authors and poets.
- Continue focus on Digital Navigation Services.
- Continue leadership in the Broadband Action Team to bring high-speed internet to Asotin County.
- Continue offering Career Center Services and computer classes.
- Continue to focus on STEM/STEAM programs.
- Continue to offer Homebound Services in collaboration with the Friends.
- Continue to recognize local artists by displaying their art in the library.

- Utilize volunteers in a way that serves our community and library.

Collections

Goal

To strengthen intellectual vitality by providing access to information in a variety of formats, ranging from traditional print resources to emerging technologies.

How We Are Being Responsive to the Community

Librarians use professional expertise to select and deselect library materials by staying current with professional library journals review, understanding of community interest and knowledge, and circulation data. Collection development is in accordance with American Library Association standards and follows the Asotin County Library's collection development policy.

Action Steps

- Remain alert to new materials and formats through participation in professional organizations, immersion in professional literature, and participation in trainings.
- Fight censorship attempts through regularly-reviewed policies, diverse collection development, educations of board and staff on how to handle material challenges, and maintenance of relationship with professionals, and organizations that can help in managing challenges.
- Continue focus on building the Asotin County Heritage Collections through recruitment of community participation.
- Continue emphasis on early literacy resources.
- Continue participation in the Washington State Library's State Database Licensing Project.
- Continue emphasis on local history print materials.
- Create and maintain a vibrant, informational and easy to use website.
- Continue collection and curation of open data collections.

Staff Enrichment

Goal

Invest in the library's employees by supporting a culture of continuous improvement in order to retain and foster motivation and fulfillment.

How We Are Being Responsive to the Community

The Library Board and management encourage staff to participate in self-directed staff trainings, conference, monthly staff meetings, Valnet committees, annual all-day staff training. The Library offers a salary step plan to ensure fair compensation with regular increases. Staff are supported by their management team and their direct supervisor.

Action Steps

- Provide opportunities for increased responsibility and timely promotion.
- Provide a total compensation package that is commensurate with similar staff within the quad-cities region with the Salary Step Plan. Update the plan annually to reflect changes in the minimum wage.
- Provide annual training for staff on CPR, AED, using fire extinguisher, NARCAN and active shooter responses.
- Provide staff training in computers and emerging trends and technologies. Provide funding for that training.
- Encourage staff to accept appointments to professional and civic organizations.
- Enhance employee training and development to equip employees to pursue excellence in their vocation. Reward and motivate staff through recognition and utilization of their special skills and talents.
- Perform regular staff reviews.

Facilities

Goal

To maintain and develop physical facilities for present and future patron needs.

How We Are Being Responsive to the Community

Upgrading and maintaining facilities, ground and equipment.

Action Steps

- Regularly consider potential security issues at the Main, Heights and web branches. Explore the need for security cameras inside and out at Heights Branch.
- Update maintenance schedule and budget accordingly.
- Explore the possibility of a mobile branch to serve Asotin and remote areas of the County.

- Be environmentally responsible by exploring alternative energy sources and facility energy efficiencies. Seek grant funding when applicable.

Finances

Goal

To exercise diligent stewardship of the financial and capital resources of our library system.

How We Are Being Responsive to the Community

Managing the revenues and expenditures of the library to make the best use of funds in serving the library needs of the public.

Action Steps

- Actively seek grant and not-tax generated funding for the library initiatives whenever reasonable and logical.
- Develop and follow a Reserve Funds Policy.
- Work with the Friends and Foundation to secure funds above and beyond the library's annual tax income to support the library in future projects and ensure a sound financial base for the library. The Friends support the programs and collections portions as delineated in this strategic plan through their funds and volunteer service. The Foundation supports the facilities and financial portions of this strategic plan through their funds and volunteer service.

Approved by the Asotin County Board of Trustees, October 19, 2023.