**Library Strategic Plan: 2018-2020**

**Overbrook Public Library**  
**Strategic Plan for 2018-2020**

**Approved 11-19-18**

**Mission Statement**

*The programs and services of the Overbrook Public Library provide its many constituents equal opportunity access to educational, informational, cultural, technological, and entertainment resources in an attractive comfortable environment.*

**Library Values and Philosophy**

• The Library Bill of Rights and the freedom to read shall be reflected in all we do.  
• The library shall demonstrate sound, accountable financial stewardship principles.  
• The library will practice the NEKLS statement for Patron confidentiality.  
• The library will adhere to professional library best practices regarding collection development and management.  
• The library will have trained and knowledgeable staff with opportunities for professional development.  
• The programs and services will reflect patron needs and requests while intelligently following official policy and procedure.  
• The library will adhere to the ADA and promote equal access for all persons to resources, equipment, spaces, and services.  
• The library and its staff will practice innovation and continuous improvement in programming and services.  
• The Overbrook Library will recognize and respect member library differences and adhere to all NEKLS agreements and standards.

**Goals and Objectives**

***Goal One: maintain and improve the financial condition of the library through careful stewardship of the citizens’ tax dollars, Overbrook Friends, Library Foundation and individual effort****.*

Objective A: The OPL will track income, expenses and stay within its budget & available funds.

Objective B: The library will explore opportunities to expand programming and available staff by maintaining city financial support and developing new sources of revenues through grants and donations.

Objective C: The library will maintain an ongoing program of fundraising, renovation, and repair through the Library Foundation.

Objective D: The library will foster a strong Overbrook Friends of the Library organization to promote library special needs and programming opportunities.

Objective E: The library will work to maintain a good relationship with the City of Overbrook, and work to achieve library goals while taking city needs into account.

***Goal Two: The Library will enhance our relationship with community partners including schools, civic clubs, and Brookside***

Objective A: The library will offer computer and technology training and assistance to meet the community and area needs, including 2 hours a week for drop in technology help.

Objective B: Maintain a year-round Storytime program and a progressive Summer Reading Program for children, as well as additional children’s programming.

Objective C: The Library will promote exceptional older adult services throughout the area by surveying needs and implementing outreach services to older adult centers and special populations (disabled, homebound or otherwise of limited mobility).

Objective D: Create and maintain a Teen Advisory Group (or one that might convene once or twice a year) that will provide opportunities for enhancing teen services and needs.

Objective E: The library will promote and facilitate opportunities for both formal and informal education and civic enrichment through classes and public presentations and programs.

***Goal Three: The library will allocate funding as needed to implement the current Technology Plan and to keep the library on the cutting edge of community technology needs.***

Objective A: Upgrade and enhance our internet and wi-fi capabilities, including finding a better alternative to our current IP in 2018.

Objective B: Maintain technology plan and NEKLS requirements for computer replacement on a 3-5 year cycle.

Objective C: Develop additional multimedia and presentation capabilities for the conference room, including speakers and a screen for the portable projector.

Objective D: Develop large-screen audiovisual presentation capability for the community room (for movie nights, seminar groups, etc).

Objective E: Develop promotions or displays to increase awareness of available technology & electronic resources available through Overbrook or the Kansas State Library.

***Goal Four: The Library will promote itself as a conference and community center and hub of the Overbrook community and surrounding area.***

Objective A: The Library will continue to offer its facility to individuals and groups throughout the larger area as well as for local citizens and groups.

Objective B: the Library shall develop a better system for scheduling and posting community room events.

Objective C: The library will develop additional classroom, conference, seminar or training capabilities (portable white boards, additional A/V capabilities, etc.)

***Goal Five: The library will maintain NEKLS Service Center II Accreditation***

Main requirements:  
1. The library is open a minimum of 45 hours/week, including four hours after 5:00 PM weekdays and four hours on weekends  
2. Minimum of 8 public access computers and 20 MB/s internet  
3. 80 hours per week paid library staff (2.0 FTE)  
4. Director salary requirements / 65% of budget spent on staffing and benefits

Objective A: The library will make our best effort to meet NEKLS Service center level II Requirements for the 2018-2020 period, available here: <http://nekls.org/wp-content/uploads/2017/11/NEKLS_2018_Accreditation_FINAL_PDF.pdf>

Objective B: The library will work with NEKLS to obtain waivers for any requirements we cannot meet at this time to maintain Service Center II accreditation.

Objective B: The library will continue to evaluate library hours to best meet the needs of the community.