

**STRATEGIC SHORT-TERM PLAN
FOR THE GALWAY PUBLIC LIBRARY
NOVEMBER, 2016**

MISSION STATEMENT

***THE MISSION OF THE GALWAY PUBLIC LIBRARY IS TO
CONNECT THE COMMUNITY TO IDEAS, RESOURCES AND
INFORMATION THAT WILL ENRICH, ENLIGHTEN, AND
ENTERTAIN.***

**STRATEGIC PLAN- SHORT TERM
2016-2020
THE GALWAY PUBLIC LIBRARY**

**P.O. BOX 207
5264 SACANDAGA ROAD
GALWAY, NEW YORK 12074**

APPROVAL OF THE LIBRARY BOARD OF TRUSTEES

This Strategic Plan, 2016 – 2020,
was formally approved by the Library Board of Trustees
at their meeting on December 21, 2016

Board of Trustees

Arlene Rhodes, President
Fred Baily, Vice-President
Mary Lynn Kopper, Secretary

Members

Paul Ashman
Donna Erikson
Phyllis Keeler
Judy Knowlton

Contact Person

**Library Director, Debra Flint
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WHAT WE ARE

Galway Public Library is a School District Library, with a chartered population of 7,029. Our service area includes the Town of Galway, most of the Town of Providence, parts of the Towns of Broadalbin, Charlton, Milton, Amsterdam, Perth and Glenville which are also served by other libraries but are partially located in our school district.

Begun as a farming community, Galway is basically now a bedroom community, with smaller family farmsteads and few actual businesses within our borders.

In 1998, three years after Southern Adirondack Library Bookmobile service was discontinued in this area, we were able to occupy our current building, which even then was too small, with inadequate parking (there is only room for five cars). We operated for more than a year as a library run strictly by volunteers. Our rapid growth encouraged us to hire a Library Director and file applications as soon as possible to become a Public Library, chartered to serve the residents of the Town of Galway. A provisional charter was granted to our library in July 2000.

In 2005, we determined that becoming a School District Public Library would provide more stable and equitable funding. After a successful referendum in June 2007, the library filed papers to be chartered to serve the residents of the Galway Central School District. A provisional charter was granted in October 2007. Being chartered to serve the entire school district facilitates communication with the residents of the extensive area we have always served. It also offers more contact with the teachers and students, so that we can more readily anticipate their needs and provide programs that enrich and correlate with their goals, insofar as we have space available.

Although our services have increased more than three-fold in the ensuing years, and we now have a full-time Director and seven part-time staffers, our facility size remains the same. There is not enough room for the expanded computer services that so many of our families need for their children's full participation in school projects, or for information and job search activities for our adults. There is a great need for more space for children's programs and for adult services, in order to assist the public in learning and using relevant, up-to-date tools. Many of our programs are now held outdoors under tents during the warmer months, an obvious difficulty.

A NEED TO GROW

In 2008, after conducting several surveys of library/community needs, we determined that it was time to investigate purchasing property in the area of the Village, on which to build a new, larger library with adequate and safe parking.

We invited five well-respected members of the community to join us in our efforts to find a new and more functional location. Of the 12 properties the committee and Board examined, a 13-acre site, previously-farmed land on East St. in Galway Village, was selected. Although the

library had sought a five-acre parcel, this was determined to be the best property available and the least expensive. Using grant funds, the library purchased the property in September 2013.

The library engaged the services of Butler, Rowland and Mays, an architectural firm in Ballston Spa, to develop a conceptual plan for a new library. We held seven public information meetings and made presentations to community organizations. We also held a Summer Social on the property. The new building referendum was held in September 2015. It failed by 50 votes.

OUR PLAN, OVERVIEW

We will expand our programs to more fully integrate the library into the fabric of the community. An example of this was the “Story Fest” held this summer, in the town park, which drew more than 50 people and was enjoyed by all. The volunteers and staff are encouraged to hold it again next year and to develop other programs that can utilize available community space, since our own is limited. We will continue to build awareness of the importance of the library in the life of individuals and families in the community. We will provide support for our continued successful growth as we develop a new building plan and prepare for our second referendum.

OUR PLAN, DETAILS

- Develop programs that target specific groups within our community via out-reach efforts. These programs will include educational, cultural and entertainment events for all ages.
- Review current workspace to provide additional shelving and support services for increasing circulation and to offer maximum program space for our classes and technology usage.
- Increase the distribution of our community newsletter that we currently create and send to over 600 homes through e-mails. Printed copies are also available in area gathering places. (One copy of the *Galway Get Together* is attached.)
- Continue to publicize upcoming programs, events and activities outside the library and increase our contact with the public through our annual newsletter, community bulletin boards and town and school newsletters.
- Continue to provide cooperative efforts with the Galway Central Schools, such as our *Tinker Tuesday* program, in which the elementary school’s STEM/PLTW teacher brought students to the library to work with *LittleBits* technology, as well as other special programs.
- Establish consistency in our special technology training programs that are

offered to all age and capability groups. Continue to develop and participate in training programs to upgrade the skills of staff and volunteers.

- Continue to develop a conceptual design for a new library building, one that will deliver the services our community expects and will support. Hold a referendum for a new library building in 2017. With a successful referendum in 2017, we can settle into our new building within two years. We will have more space in which to create programs for children (more dancing, music and art programs), more STEM programs complementing those school-delivered programs for the youngsters who are being home-schooled, and facilities for individual tutoring that we cannot easily “house” at this current site. With additional space, including an adequate parking area, all things are possible.
- In the coming year, we will establish a community advisory committee of five to eight members who have attended our focus group and community meetings, and who will meet every year to review our progress in carrying out, to the best of our ability, the mission of the library.
- We will continue, as a Board, to seek additional volunteers and recruit community members to assist in developing and/or revising new programs and procedures. We will attempt to fund that development through the use of grants and “selective purpose” gifts. We will assist in strengthening the efforts of the Friends of the Library .
- We will set annual meetings between the Board, Director and Friends to plan and to support mutual endeavors and set regular times to review the efforts and feedback from our volunteers and the community advisory committee. Results of annual surveys will be reviewed.