

**October, 2016**

**To the Community of the Schenectady County Public Library:**

In June 2015, the SCPL Board of Trustees Planning Committee held a community meeting in order to gather ideas from library stakeholders centering on the strengths, weaknesses, opportunities, and threats of SCPL. The Board of Trustees appreciates the input that was generated from this meeting. This document explains what we have done with this information including using it to create a Long Range Plan of Service extending from 2016-2019 which was adopted by the Board at the July 2016 meeting. This plan consists of goals for which an action plan will be developed. This long range plan can be viewed on the library website at [www.scpl.org](http://www.scpl.org) under Board of Trustees tab.

During the period in which this Long Range Plan of Service was being developed, library staff and the Board of Trustees continued to work on various initiatives to address some of the points that also arose from the community meeting. We would like this document to serve as an update on what measures have been taken to move the library forward.

**Finance:**

- The Director and the Board Finance Committee together have drawn up budgets which have been approved by the Board of Trustees.
- Advocacy continues to educate the County Legislators about the unique role SCPL plays in the community and the financial support that is required to maintain a 21st Century library system.
- Construction and opening of the Phyllis Bornt Branch Library and Literacy Center was completed.
- Building issues are being addressed as part of the Schenectady County Facilities Department Capital budget.
- The Friends organization continues to be the major fundraiser and donor to the library due to the successful book sales, the Whitney Book Corner, memorial/public donations, and membership donations. This provides programming and resources that enhance the library system. Their efforts are greatly appreciated and needed.
- Grant opportunities have been investigated, written, and received to help with programming and resources that SCPL would not otherwise be able to have.
- The Planning Committee has developed a replacement plan for technology and works to update and enhance technology including band width and wireless capabilities. A new copier has been purchased for public use as well as an increase in the number of security cameras. A computer replacement plan has been developed and implemented.

**Management:**

- An emphasis on County mandated training and supplemental safety and security training for staff became a priority for management to schedule along with Bridges out of Poverty training.
- The Board of Trustees Policy Committee along with staff has reviewed and updated library policies.

**Operations and Staffing:**

- New staff to fill vacated positions in the areas of adult services, graphic design, and circulation.
- A half time adult services librarian was brought up to full time to support the Bornt Branch.

**Literacy:**

- Planning for the Bornt Branch brought to the forefront the role of the library in the area of literacy. One of the main objectives of this branch is to serve the role of a literacy center for families.
- Partnerships have been formed.
- Grants obtained.
- Staff trained to move the library forward in the literacy area.
- Recognition of the library many times over in the community as the place to go for literacy information (in all its forms of definition) providing resources and programming that allows equal access to the public.

**Service to the Public:**

- Staff works diligently to deliver library services to the public.

**Facilities:**

- The Building Committee has overseen improvements over the past 2 years.
- The County, the Board, Metroplex and the Friends of the Library have supported projects.
- A full time security officer has been placed at the Central Library.
- The Security Committee has been reorganized to discuss safety concerns.
- A keyless/fob system has been installed at the Central library to enhance security.

**Comments:** Considering the major work that needs to be done by a library to meet the needs of a diverse population takes many hours, coordination and dedication by library staff. Looking at the program calendar on the website attests to all this library system offers to Schenectady County residents. Friends organization keep book sales going, operate the Whitney Book Corner, and financially support computer classes and programs for all ages. We move forward with our long range plan ever aware of the measures needed in the areas of planning time, staff time, and financial support to keep our system strong. We need a sustainable library model in order to meet the growing needs of the community members we serve and to remain a vibrant 21<sup>st</sup> century library system.

Respectfully submitted,  
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