

SAYVILLE LIBRARY LONG RANGE PLAN

Adopted March 10, 2014

Revised and approved November 13, 2017

Sayville Library, located at 88 Greene Avenue in Sayville, New York, is chartered to serve the residents of the Sayville School District, which includes most of Sayville and West Sayville.

VISION STATEMENT (approved September 2017)

Sayville Library will be the community's essential gateway to dynamic learning, growth, exploration and discovery.

MISSION STATEMENT

The Sayville Library, as part of our community's educational system, is dedicated to providing, on equal terms, service to all individuals and groups of every age. The Library's primary function is to collect, classify and disseminate information. Our objective is to provide and service a collection of expertly selected books and other materials which aid the individual in the pursuit of education, information or research, and in the creative use of leisure time.

The Library will serve as a community center, providing information on town and local services, offering meeting space for local clubs, school-connected groups and local non-profit organizations.

GENERAL OBJECTIVES

To be aware of and respond to changing educational, recreational and informational needs of the community

To maintain a high level of quality library service

To provide easy, readily available access to the collection

To keep the library facility in optimum condition - attractive, clean and safe

To continuously update and weed the collection both in print and online with currently available materials and links

To make the community aware that the Library is the place to come for technology assistance

To partner with the school district, village and town organizations to provide information, services and programs of interest to the residents

To review this Long Range Plan every two years

AREAS OF EXCELLENCE

While the Sayville Library offers information and materials on all topics, through a selection and evaluation process using the *Planning for Results* model from the Public Library Association, the Board of Trustees and the full-time librarian staff have designated four Service Areas of Excellence for which goals will be set and resources will be committed.

The Service Areas of Excellence are:

- I. Stimulate Imagination: Reading, Viewing and Listening for Pleasure
 - a. Satisfy Curiosity: Lifelong Learning
- II. Make Informed Decisions: Health, Wealth and other Life Choices
 - a. Know Your Community: Community Resources and Services
- III. Connect to the Online World/Opportunities for Technological Literacy
 - a. Understand How to find, evaluate and use information: Information fluency
- IV. Create Young Readers: Early Literacy
 - a. Succeed in School: Homework Help

I. Stimulate Imagination/Satisfy Curiosity

Goal:

Sayville Library will be responsive to the community's changing needs by offering workshops, classes and services that will stimulate the imagination through reading, viewing, & listening for pleasure. Patrons will find avenues to further enrich their lives outside of the normal educational path through lifelong learning opportunities.

Objective:

More programs will be scheduled with a focus on reading for pleasure, education and learning opportunities.

Sample activities:

- Provide an outlet for Readers' Advisory and book discussions
- Continue to offer and encourage participation in seasonal reading clubs
- Present more programs and discussion groups centered on books and topics of interest to patrons of all ages
- Extend more services to local senior centers
- Partner with local organizations on programs that showcase their available services
- Provide information on electronic Distance Learning for adults

Tracking results:

- ◇ Programs and discussion groups can be tracked by attendance.
- ◇ Online page visits can be tracked
- ◇ Services to groups by age can be tracked

II. Make Informed Decisions – Health, Wealth, and other Life Choices; Community Resources and Services

Goal: Sayville Library will make available current information on many subjects related to these topics that will cover all age groups.

Objective: Furnish up-to-date information and easy access to life choice materials both in print and online for all ages.

Sample Activities:

- Provide current life choice information in print for easy accessibility for all age groups
- Purchase teen health/life choices pamphlets and display them in the teen room and on the teen web page
- Offer health links on our website for seniors, adults, and teens
- Increase displays on life choice topics in Children's, Young Adult, and Adult areas
- Create and host an events calendar for community organizations
- Create a "New Residents Brochure" introducing new residents to community resources
- Attend local community organization meetings and events to distribute library information
- Highlight special databases on webpage

Tracking results:

- ◇ Track the number of visits to library website
- ◇ Count program number and attendance
- ◇ Keep statistics on the number of monthly visits

III. Connect to the Online World/Opportunities for Technological Literacy

Goal: Sayville Library will follow future technological trends and continue to be the community's educational center for these changing technologies.

Objective: Offer the community on-going and up-to-date information and workshops to help them better navigate technology.

Sample Activities:

- Offer classes and one-on-one appointments on new technology and equipment as they become available
- Continuously train staff on new technologies so they may teach patrons
- Advertise the Library as the place to go for assistance with technology
- Offer classes on Library 101
- Offer training classes and demonstrations offsite, such as at senior centers, PTA meetings

Tracking results:

- ◇ Keep statistics on number of attendees per class or session
- ◇ Keep statistics on number of individual training sessions
- ◇ Count number of training sessions for staff

IV. Create Young Readers; Help Students Succeed in School

Goal: Resources will be utilized to better communicate with parents and the local school district and to enhance students' learning experiences.

Objective: Sayville Library will continue to offer a variety of programs and materials to support and educate parents and children about the importance of early literacy and maintain a relationship with the schools in the district to provide students with materials and resources needed for assignments.

Sample Activities:

- Enhance story times by explaining how our programs, and what we do in them to build early literacy skills
- Create Early Literacy Pamphlets and Instructions on Reading
- Offer programs for children ages birth to teen and parents to support early literacy
- Continuously display a variety of literacy materials
- Promote and maintain contact with teachers and school librarians about assignments
- Attend Open School Nights to hand out brochures/flyers on library services
- Offer homework help programs for students and parents to highlight our online resources
- Support homeschooled students by providing needed resources

Tracking results:

- Track attendance at programs for babies to school-aged children
- Track use of pamphlets and bibliographies - how often replaced and replenished
- Track Daily/weekly refill of books on book displays - shows materials are being used and/or checked out
- Track stats on use of Homework help and online resources (note increases after attending school open houses, etc.)