

Sumner Public Library

Long Range Plan 2020-2025

The library staff and trustees wish to extend a generous thank you to the community members that took the time to participate in the Community Committee portion of this planning process.

Community Planning Committee Members

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Library Board

Deb Salsbury, President
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Library Staff

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Introduction

In August 2019, The Sumner Public Library Board of Trustees initiated the Strategic Planning Process for the City of Sumner, Iowa. The Library Board wanted the plan to reflect the needs of the community as a whole, so they formed a Community Planning Committee of 23 individuals. This committee worked to envision the future of the city and provide direction for the library's operations for the next five years.

Throughout the planning process, Eunice Reisberg of Iowa Library Services facilitated committee and Board meetings and provided expertise. She utilized the Public Library Association's Planning for Results model, specifically by using the 2008 edition of Strategic Planning for Results.

During the first portion of the Community Planning Committee meeting, the members discussed the current strengths and weaknesses of Sumner and envisioned what they would like the city to be like in the future. This in turn created a list of needs that would need to be addressed in order to fulfill these aspirations.

During the second portion of the Community Planning Committee meeting, the members reviewed the list of needs they created and discussed ways in which the Sumner Public Library could provide services to satisfy those needs, listing the top five service areas for the Library to focus on.

The Library Board of Trustees formed a consensus on three top service areas where they thought the library should focus:

- Satisfy Curiosity: Lifelong Learning
- Create Young Readers: Early Literacy, Viewing
- Know Your Community: Community Resources and Services

The Trustees then used these service areas as the basis to create this strategic plan. The plan outlines goals and objectives that will help library staff meet the needs identified during the committee meetings. The Sumner Public Library Strategic Plan is designed to accomplish the goals described by the community committee members.

MISSION STATEMENT:

The Sumner Public Library provides community members and visitors a collection of information and resources in a variety of formats. The Library promotes personal growth to people of all ages by providing materials, programs, and online resources that support cultural, social, and other recreational needs in a welcoming environment

Service Responses, Goals, and Objectives

Satisfy Curiosity: Lifelong Learning

Community members and visitors will have access to the resources needed to explore topics of personal interest and continue to learn throughout their lives.

GOAL 1: All patrons will have access to information regarding current and future programming opportunities and the ability to give input and suggestions for these programs.

- Create a Promotion & Communication Checklist. (2020)
- Create a schedule of events for promotion 4-6 months in advance. (2021)
- Survey participants concerning their experiences at 80% of library programs. (2022)
- Survey the community to learn the topics generate the most interest at least once every three years. (2023)
- Create and maintain a resource list or database of presenters / guest lecturers with contact information, topics of interest, costs, availability, etc. (2024)

GOAL 2: Adults and teens will have programs and services which allow for the exploration of topics of personal interest and lifelong learning.

- Have a display of relevant collection items present during teen and adult programs. (2020)
- Every month, provide at least one program on a variety of topics including but not limited to lectures, hands-on activities, STEM, community tours, community education, etc. (2021)
- Create relevant monthly displays of subjects and authors. (2020)
- Create at least six activity kits. (2023)

GOAL 3: Children will have programs and services which allow for the exploration of topics of personal interest and fosters an early interest in lifelong learning.

- Offer at least 10 programs per year on a variety of topics including but not limited to hands-on activities, crafting, STEM, etc. (2021)
- Provide at least one monthly presentation or guest speaker on a topic of interest to children. (2022)
- Have a display of relevant collection items present during youth programs. (2020)

Create Young Readers: Early Literacy.

Children and their caregivers will have materials, programs and services designed to ensure that children will enter school ready to learn, read, write, and listen.

GOAL 1: Babies and toddlers from birth to 2 will have programs and services available designed to develop an early love of reading.

- Create tactile learning bins with toys for hand/eye coordination and brain development. (2021)
- Create at least 4 tactile activity kits for check-out to families for hand/eye coordination and brain development. (2022)
- Offer monthly Tummy time / Lapsit StoryTime. (2023)

GOAL 2: Children ages 3 to 5 will have programs and services available that will ensure that they will enter school ready to learn to read, write, and listen.

- Purchase developmental games and toys for use in the children's area. (2020)
- Create at least 4 activity kits for check-out to families geared towards early literacy. (2021)
- Increase StoryTime attendance by 10%. (2022)
- Increase participation in the 1,000 Books Before Kindergarten program by 20%. (2023)
- Initiate a Read Aloud 15 Minutes program. (2024)

GOAL 3: Parents and childcare providers caring for children from birth to five will have programs and services designed to ensure that they have the resources they need to foster a love of reading at an early age.

- Partner with area health and wellness agencies to provide library information to families and childcare providers. (2022)
- Partner with doctors to encourage parents at each well-baby visit to read to their child. (2022)
- Create and distribute a "Welcome Kit" for new parents in the community. (2023)

Know Your Community: Community Resources and Services

Community members and visitors will have access to information about a wide variety of programs, services and activities provided within the community.

GOAL 1: Community members and visitors will see the library as a hub of community activity.

- Update to a new website that will be compatible and user friendly with the formats of multiple types of mobile devices. (2020)
- Create a policy for the bulletin board, display case and in library displays. (2021)
- Create a page on the library's website linking to community resources. (2022)
- Reach out to community resources for displays and programs to promote their services. (2023)
- Partner with at least eight community organization to promote their services/events. (2024)

GOAL 2: Community members and visitors will have information about the library as a community asset.

- Promote new events at the library on the local cable channel and city sign twice a month. (2021)
- Promote the library twice a year with informational brochures sent with the city utility bill. (2022)
- Promote the library and community services on Facebook with daily posts/shares. (2023)
- Create a page/link for volunteer opportunities within the community. (2024)

Approved February 20, 2020