

## Emmaus Public Library

# Long-Range Plans

Library Mission Statement:

**To enrich our community and inspire lifelong learning by uniting people, ideas, and information**

This long-range plan provides a framework and goals focused on achieving the library's mission. The committee recommends that in **2023** the Library board and Library Director create a committee that will refresh and renew the plan.

### **Plan Phase 1: 2 year goals (2022-2024)**

#### **Goals:**

1. Increase promotion of library services through external marketing.
2. Revise policy for allocation of large donations.
3. Develop Capital Budget to be updated annually.
4. Replace front desk/circulation area for ADA compliance.
5. Plan aesthetic improvements to the adult section of the library.
6. Continue to research benefits for employees.

#### **Actions to achieve goals:**

1. Increase working hours for marketing personnel.
2. Develop a new policy for allocation of large donations.
3. Identify Capital projects.
4. Design a plan to update, replace and install the front desk/circulation area.
5. Develop and execute a plan to optimize and update adult space.  
Replace adult area furniture.
6. Add bereavement leave to employment handbook; speak with insurance broker about health insurance for employees

## **Plan Phase 2: 5 year goals (2027)**

### **Goals:**

1. Renovate the workroom and kitchen space to increase functionality.
2. Become a go-to destination in Lehigh County.
3. Increase community outreach especially for Seniors and Teens
4. Design green space upgrade of Main Street side of library
  - a. Obtain landscape signage for building.
  - b. Modify front window garden/bush area
5. Renovate 3-5 bathrooms.
6. Add 10 year goals to the Long Range Plan.

### **Actions to achieve goals:**

1. Implement the renovation plan for the workroom and kitchen area
2. Develop a specialty focus for our base individual municipalities.
  - a. Family Place Library
  - b. Administer a survey to inquire about the needs of the community.
  - c. Host more guest speakers/workshops: i.e. author visits, parenting issues, teen interests (movie discussions)
3. Increase Community outreach in our municipalities
  - a. Develop relationships with Senior Housing
  - b. Hire a dedicated youth services assistant
4. Implement Main Street upgrade
  - a. Solicit funds and install electronic/digital or landscape signage
  - b. Renovate front garden area
5. Create a plan with Emmaus Borough to update 3-5 bathrooms.
6. Compile list of goals to be achieved in next 10 years (2032)

Respectfully submitted:

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Approved December 22, 2021 by the Emmaus Public Library Board of Trustees