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Yachats Library Strategic Plan 2017-2022

Vision: Our village is a place where natural resources are valued and protected, where diversity is celebrated, and where a vibrant economy and sense of community pride create and recreate a living spirit. Yachats cares not just for its citizens' basic needs but also supports them in their efforts to excel mentally, physically, artistically and spiritually. It is a community with an enduring sense of itself.

Mission: The Yachats Public Library is a lending library that provides its users with the facility and the resources to access and share information that entertains and/or enlightens.

Goal 1: Succession – Ensure and enhance the sustainability of current operations.

Objective 1: Continue and enhance the support, training and rewards for volunteers.

Objective 2: Adopt a formal organization chart establish position descriptions and develop written policies and procedures to document library operations and programs.

Goal 2: Programs – Ensure and enhance the sustainability of current programs and examine the feasibility of developing new programs related to reading, viewing, and listening for pleasure and enlightenment.

Objective 1: Continue to expand reading programs for children.

Objective 2: Continue and enhance outreach programs to hard-to-serve populations and the community in general.

Objective 3: Explore the possibility of developing an adult reading program.

Objective 4: Explore the possibility of collaborating with local organizations, such as the Academy of Arts and Sciences, by supporting and contributing to their programs or in developing and promoting joint educational programs.

Goal 3: Technology – Ensure that library technology is adequate to the needs of patrons and staff.

Objective 1: Enhance and maintain the systems and programs available to patrons for using the computers, accessing the internet, and obtaining information and other services electronically.

Objective 2: Enhance and maintain the systems used by staff to perform the functions necessary for the effective and efficient operation of the library.

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Goal 4: Going Forward – Anticipate and plan for future needs and interests.

Objective 1: Explore the possibilities of establishing relationships and/or joining with library associations and groups such as the Oregon Library Association and the Chinook Library Network in order to expand services and opportunities available to patrons and staff.

Objective 2: Develop options and initiate discussions with library staff and volunteers, the city council and the community as a whole on the needs that should drive any future expansion of library facilities.

Objective 3: Develop and pursue a long-range plan to: a) assess the need for establishing paid positions in library management, the children's library, and/or technical support, and b) identify sources of funding for any proposed positions.

Objective 4: Develop policies and procedures for managing funds received in the form of gifts and bequests to ensure: a) that the receipt of such funds is appropriately acknowledged; b) that the funds are used only in accordance with the restrictions, if any, established by the donor, and c) that all unrestricted funds are used only in a manner that contributes significantly to the long term value and integrity of the library.

Objective 5: Identify and establish a relationship with an experienced grants professional who can provide the expertise necessary for: a) discovering appropriate grant opportunities; b) preparing and submitting grant applications and documents and, c) managing grant funds.

Yachats Library Commission Proposal to the Yachats City Council for Relocating the Library to the 501 Building

The Yachats City Council (City) has asked the Yachats Library Commission (Commission) to consider moving the Yachats Public Library from its present location to the 501 building. In response, the Commission has solicited comments from library volunteers and the community at large on both the positive and negative issues associated with such a move and has taken those comments into account as part of their deliberations.

In summary, the Commission supports moving the library to the 501 building for the following reasons and given the attendant conditions:

- The Commission envisions a more visible facility that will provide enhanced opportunities and space for a variety of purposes and activities, including but not limited to:
 - ▷ Increased space for current and future needs related to shelving and display areas for all of the library's collections
 - ▷ Improved facilities and increased space for expanding children's reading and summer programs
 - ▷ Increased space for storage and sorting of excess and book sale items
 - ▷ Broader based and increased community usage through improved access to:
 - Expanded and more comfortable informal "quiet" areas for reading/browsing/ congregating
 - Available meeting rooms as gathering places for local community groups
 - Expanded and more usable ~~technical facilities~~ *new technology* and resources *for future expansion of this area*
 - ▷ Extended hours, as needed

• The Commission also recognizes that a move to the 501 building entails a significant commitment of both time and resources. This commitment includes preparing the building for occupancy as well as the actual management and operation of the facility. In order to help ensure the successful transition to the new facility, the Commission believes the following conditions to be critically important.

- ▷ *already inherent in the structure* The City, in consultation with the Commission, will assume responsibility for 1) planning designing, and financing the reconstruction of the building, 2) the installation of those permanent fixtures necessary to library operations, 3) the physical move of all library furnishings and inventory to the new facility, and 4) ongoing cleaning and maintenance once the facility is operational. This work will be done in accordance with all relevant code and other legal requirements associated with a public library.
- ▷ *request* The Commission will commit to providing funds in an amount not to exceed \$50,000 to be leveraged against matching funds from grants and The Friends of the Yachats Library for the purchase of furnishings and other accessories designed to create an inviting and comfortable environment for library patrons. *for the library* The source of these funds will be the Hall bequest to the library, and, as part of this project, the Commission will identify a suitable means for recognizing the generosity this bequest represents.
- ▷ *501* The City will dedicate ~~exclusive~~ *exclusive* use of the building to the library in perpetuity, and will grant the ~~Commission or its designees control over all uses of building space.~~ *for as long as the city*
- ▷ *not applicable to the city - commission structure* The City will establish a time table for the project with starting and completion dates to be mutually agreed upon by the parties. *both agree this to be the most fruitful use of the space*

The Commission believes that this opportunity is of sufficient importance to warrant a written Memorandum of Understanding between the City and the Commission outlining these conditions. The Commission is prepared to participate in the preparation of such a memorandum.

The Commission greatly appreciates the opportunity *to use the 501 city property* granted it by the City to pursue this move and believes it could result in the library becoming a more active and integrated part of the community.

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