

Shelby County Public Library

2020-2024

LONG RANGE PLAN



309 8th Street, Shelbyville, KY • Phone: (502) 633-3803 • scplibrary.net



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Introduction

The original Shelby County Public Library opened in 1899 above the firehouse at Fountain Square on 5th and Main Streets in Shelbyville, thanks to The Woman's Club. With few shelves and only 200 books, the ladies began searching for a way to expand the library's resources.

The Woman's Club found what they needed in the Carnegie Grant, a \$10,000 grant given to communities who demonstrated a need for a public library. The stipulation was the community had to provide the land and pledge financial support for services and maintenance. The city of Shelbyville was



The historic Shelby County Public Library building, circa 1909. The original building consisted of what is now the Large Print collection, Reading Room, and Circulation desk.

Photo from the McGinnis Collection.

cooperative and the Carnegie grant was awarded to the community. An old graveyard was chosen, as the land had reverted back to the city after a church had been destroyed, and still serves as the library property today. \$1,000 was pledged for the library's yearly support. In 1903, the new library building was opened, and is still in use today, which is why we are, and will always be, *a Carnegie Library since 1903.*

As the library grew, expansions to the original building were added in 1969, 1979, 1997, 2007, 2017, and renovation is planned for 2020.

From our historic beginnings till today's modern purpose for libraries, our focus is to come together to serve the community. This is achieved because our passionate staff is ready to serve you, our Board



The Firehouse at 5th and Main Streets. Photo from the Cleveland Collection.

of Trustees and Director are visionaries and stewards of our funding, and Shelby County is supportive of our mission.

We will continue to move forward together, with appreciation for the history of the library and Shelby County, but embracing a future designed to enrich each person who walks through our doors.

We are excited to introduce our Long Range Plan. This plan is designed to be accomplished within four years and was approved by the Board of Trustees by unanimous consent on February 18, 2020.

Mission Statement

The mission statement of an organization serves as its overall guiding force, identifying the goals and priorities of its staff and Board.

The following mission statement was identified:

The Shelby County Public Library shall provide services, programs, and materials to enrich people's lives while fostering a love of reading, providing access to information, and encouraging lifelong learning.



GOAL #1

Collection Development

Any library is only as valuable as its collections. The Shelby County Public Library has an already expansive collection, but there is room for improvement.

As part of this Long Range Plan, we will continue to establish and maintain a collection of books and materials, in a variety of formats, to meet the informational and recreational needs of the community.

A list of the general goals of the library regarding collection development can be found at right.

Objectives

- Continue to explore cooperative contracts with vendors for new products, such as digital video, audio and language programs, computer programming, and others as determined as necessary by Library staff.
- Continue to evaluate reference and informational needs and explore how this content is best provided to, and used by, patrons.
- Evaluate and maintain the tracking of circulation and usage figures.
- Provide patrons with new and noteworthy materials in a timely manner.
- Display items attractively in appropriate locations.
- Connect patrons with materials that meet their specific needs.
- Maintain an open-minded attitude to non-traditional collections.
- Explore the need for bilingual materials and purchase such materials accordingly.

The stacks at the Shelby County Public Library provide thousands of volumes, all at no cost to the user.

GOAL #2

Literacy Development

A major component of a library's daily task is to promote literacy and the joy of reading.

It is vital to spread awareness of the Library as a central clearinghouse for everything related to reading and literacy and to encourage and support readers as they explore new reading opportunities.

Our goals to promote literacy and the joys of reading are listed on the right.



Objectives

- Enhance programming and services that promote reading.
- Identify and participate in reading celebrations, such as Summer Reading and the Adult Winter Read.
- Partner with community groups that support literacy, such as the annual Reading Reindeer program and Shelby County Public Schools.
- Continue to offer early literacy programs in the Children's Department through weekly story hour times for children from birth through preschool.

Silas House, renowned Kentucky author spoke at the Library during National Library Week in April, 2019.

GOAL #3

Customer Service

We strive to deliver exceptional customer service.

It is essential that everyone who uses the Library has a positive experience.

The library staff must be helpful, positive, informative, and always go above and beyond in their interactions with library patrons.

Developing and maintaining exceptional customer service skills requires the support of a strong program of staff development and training which includes ever-changing technology.





Objectives

- Continue to institute a program of on-going customer service training.
- Continue to develop staff skills to provide better service and better job satisfaction.
- Ensure that all library staff are involved in staff development.
- Continue to foster staff development through attendance at library association meetings, regional meetings, and other educational meetings.
- Encourage staff to disseminate information and training to other staff members.
- Provide in-house support and training for staff members seeking to understand and/or implement new technologies, through formal training from other staff members, outside consultants, or other means at our disposal.
- Provide opportunities that allow staff to participate in continuing education at the post-secondary level.



GOAL #4

Technology

We will stay at the forefront of changing technology in the delivery of materials, information, and patron access.

Rapid changes in technology continue to drive patron expectations.

The library will be aware of how such changes impact library services in the delivery of materials in different formats, in providing access to information and library materials, and in communicating with the residents of the community.

Objectives

- Continue to support and promote electronic remote accessing of library resources.
- Explore new ways of providing patrons with information about library services.
- Explore new ways to assist library patrons in utilizing library services and technology.


GOAL #5

Accessibility

Make library services accessible to all members of the community.

Identify target areas where not all residents are served equally, and determine methods to provide services (i.e., the Bookmobile, collection development, etc.).

Physical disabilities, transportation issues, language, and/or literacy difficulties can all impose barriers to the library services.



Many library patrons are only able to take advantage of the many services of the Library because of its accessibility, including use of the Bookmobile.



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Objectives

- Research technology, equipment, materials and programs to meet the needs of people with a broad range of disabilities.
- Maintain Bookmobile and home delivery services to the community.
- Explore ways of exporting library programming by participating in community events.
- Continue to offer off-site programming and services.
- Explore alternative or additional hours of operation.

GOAL #6

Support the Needs of the Community

Continue to be aware of, and responsive to, community needs. The Library must stay informed about changing needs and trends within our community.



Objectives

- Maintain awareness of literacy needs, and provide space and support for literacy programs.
- Track changes in demographics in order to provide access to materials that meet the needs of all members of the community.
- Seek ways to strengthen the library's connection to the community.
- Continue to collaborate with all levels of Shelby County schools, public and private, from preschools to community colleges as well as homeschool families.
- Communicate with community groups to collaborate on mutually beneficial initiatives.
- Seek input from residents, both library users and non-users, on a regular basis.
- Develop a program success model and pilot with Adult programs.





GOAL #7

Safe & Welcoming Environment

Maintain an environment that is safe and welcoming for library patrons and staff through review of policies and renovation of the Adult Services and Youth Services areas.





Objectives

- Continue to explore ways to make the library safe and secure for both staff and patrons.
- Continue to work toward increasing the repair budget to provide sufficient funds to maintain the building and facilities, including service contracts for preventative maintenance.
- Explore ways of rearranging areas of the library to better serve patrons and staff use in consultation with Board, staff and architect.
- Develop strategies to make the library feel more welcoming.
- Examine existing policies and identify areas for improvement.
- Increase and improve signage—both indoors and outdoors—and other wayfinding tools for patrons and visitors.



GOAL #8

Community Awareness

Increase community awareness of library services. The Library needs to move beyond traditional methods of publicizing its services and programs and explore ways to use more effective marketing strategies.



Objectives

- Organize a Friends of the Library group.
- Continue to revise the library's website to provide easy access to library materials and services and to function as a marketing tool for the library.
- Continue to explore ways to promote library services, materials and programs
- Continue to build and maintain relationships with local media to ensure coverage of library events and needs.
- Improve community awareness of both the Bookmobile and the library's home delivery service.
- Promote specific segments of the collection, such as large print books, digital audiobooks, and access to foreign language materials, to ensure that borrowers with specific needs are aware of the library's offerings.
- Continue to increase the library's social media presence.
- Identify community partners to sponsor library publications, i.e., **From the Stacks**.



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The Carnegie Library Center, which opened in the spring of 2019, allows the Library to offer more programs in an updated space. With four meeting rooms of varying sizes, the Library now has the ability to hold concurrent programming. Additionally, not-for-profits and for-profit companies are able to hold events and meetings in an updated, modern, and accessible facility.

For more information about the Carnegie Library Center, visit scplibrary.net or call the Library at (502) 633-3803.