

Comsewogue Public Library

Long Range Plan of Service 2021- 2024

Mission: The Comsewogue Public Library's mission is to provide quality library service at a reasonable cost to the community.

PLAN OF SERVICE

The Library will have a board approved, written long-range plan of service developed with input from staff, board & community, and with each new plan of service receiving board approval prior to the expiration of the previous plan.

ANNUAL REPORT TO THE COMMUNITY

The library will publish a board approved, written annual report to the community focusing on the library's progress in meeting its mission, goals, and objectives.

POLICY REVIEW

All board-approved policies will be reviewed and, as appropriate, revised at least once every five years, or updated more frequently, should the law require it. A policy audit will be conducted to identify missing/recommended policies, which will be brought to the board for its consideration.

OPERATING BUDGET

The library will prepare and publish annually a board-approved proposed operating budget, which is then put to a public vote. The publicly-approved operating budget will then also be published.

EVALUATION OF SERVICE PROGRAM

The library will assess/ evaluate through a variety of means the effectiveness of its programs, services and collections in addressing the community's needs.

FACILITY BUILDING AND GROUNDS

The library will maintain a facility that addresses community needs, including, though not limited to: adequate and appropriate space, lighting, shelving, seating, power and data infrastructure and public restrooms.

PROGRAMMING DEVELOPMENT

The library will provide programming to address community needs.

TECHNOLOGY TRAINING

The library will provide its employees with annual technology training, appropriate to their positions, to aid in helping to address community needs.

PARTNERSHIPS DEVELOPMENT

The library will continue to establish, strengthen and maintain partnerships with educational, cultural, community, government, and business organizations which enable the library to address the community's needs.

SUSTAINABILITY

The library will continue to incorporate the Triple-Bottom-Line theory (environmentally sound, economically feasible, socially equitable) into all aspects of the its operation.