Long Range Plan / Plan of Service

Goal 1: Sanborn-Pekin Free Library will provide a well-kept and inviting library.

- Maintain and enhance the building and property with an eye for the future.
  - Compile a list of all major library system including when the item was completed or updated
  - Review this information and prioritize items for updating
  - Develop a systematic plan for the upkeep
    - When should it be completed
    - Method of Funding
    - In-house work or Outsourcing needed
- Determine what needs to be done to have the appearance be fresh and timely
  - Survey
  - Compile Findings
  - Make a plan

Goal 2: Sanborn-Pekin Free Library desires to develop a collection that allows its users to broaden their horizons.
- Continue in depth collection evaluation to facilitate selection and deselection of materials.
- Determine areas of the collection which might require additional depth and/or breadth
- Increase accessibility and visibility with
  - new collection locations
  - effective shelving
- Explore new or different formats
- Work to understand trends in technology developments and patrons' needs

Goal 3: Sanborn-Pekin Free Library will provide programs that are relevant to the need and interests of our community.

- Compile information regarding demographics following 2020 census
- Identify trends and community interests through a suggestion box community and patron survey
- Determine if/how the community has changed
- Determine who could belief from programming and ideas for programs
  - Identify who might provide the program
    - should Sanborn-Pekin Free Library run program
    - should the Library partner with another organization
    - should the Library bring in an outside agency to meet the need

Goal 4: Sanborn-Pekin Free Library will increase public awareness of library services, especially targeting non-library patrons.

- Have a digital presence that is current and user friendly
  - Update website
    - Identify someone to act as webmaster
    - Research best practices for websites
    - Choose which practices to focus on and implement
  - Make more use of social media
    - More use of Facebook
    - Are there other options we should also use
- Identify multiple sources to inform the public of activities at the library
- Develop a list of target groups: organizations, clubs, schools, etc.
- Establish a procedure for notification of events, activities and services
- Exterior Signage
  - Are there new or better ways to mark the library at major crossroads
  - Ways to update our library sign