

Merriam-Gilbert Public Library 3 West Main St. P.O. Box 364 West Brookfield, MA 01585 Katelyn Marsh Library Director kmarsh@cwmars.org	YEAR FY2018
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Goal 1. To provide a safe, comfortable, and welcoming place for all to enjoy

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Create a space for young adults	-Seek out and apply for grants for young adult spaces	-July-December, 2017	-Katie
Continue to ensure the safety of the Staff and patrons who use the Library	-Install motion sensors inside the Library.	-By July 2017	-Library Staff
	-Train Staff in use of security system	-By July 2017	-Katie

Goal 2. To make the library a true community center

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Increase volunteer opportunities at the Library	-Increase Friends membership	-Ongoing	-Friends
	-Create a Teen Advisory Group	-By September 2017	-Katie
	-Build a network of skilled volunteers	-Ongoing	-Friends and Library Staff
Promote awareness of Library services	-Replace decaying display boards	-By November 2017	-Trustees & Clay
	-Staff attend marketing workshops	-First workshop by October 2017	-Library Staff

Goal 3. To maintain the historic value and beauty of the library building while exploring ways to reduce the building's impact on the environment

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Maintain and preserve the beauty and comfort of the Library's interior	-Paint the front hallways and vestibule	-By June, 2018	-Trustees & Clay
	-Evaluate furniture in need of replacement	-By April, 2018	-Library Staff
Maintain and preserve the beauty of the Library's grounds	-Acquire and set up a picnic bench	-By June, 2018	-Trustees, Katie, & Clay

Goal 4. To establish a network of services throughout the community

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Establish and strengthen connections and partnerships with other community services	-Continue visiting West Brookfield Elementary School First Grade Class	-Ongoing throughout school year	-Mary Beth
	-Continue providing library cards to all First Grade Students	-Annually in September	-Mary Beth
	-Continue providing new or replacement library cards to Eighth Grade Students at Quaboag Regional School District	-Ongoing throughout school year	-Katie

Goal 5. To provide a diverse, relevant collection of both up-to-date resources and materials of enduring value for the education and enjoyment of the community

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Ensure and safeguard the quality and variety of materials offered in the collection	-Regularly assess the materials in the collection using the CREW method (monthly)	-In place by January 2018	-Library Staff
	-Acquire 1-2 new encyclopedia sets of the United States	-By September 2017	-Mary Beth

	-Expand the young adult collection to include more nonfiction, manga, and books featuring diversity	-By end of FY18	-Katie
Introduce nontraditional materials into the Library's collection	-Purchase Aldrich Astronomical Society Telescope	-August 2017	-Library Staff
	-Purchase ukulele	-August 2017	-Library Staff

Goal 6. To support the growing technological needs of the community

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Expand technology available to patrons	-Create technology plan	-By March 2017	-Katie
	-Increase video game collection and acquire video game consoles	-By end of FY18	-Katie

Goal 7. To ensure that the Library Staff have sufficient support and funding to provide outstanding services and materials to the community

Objectives (if included in current Long-Range Plan)	Actions	Timeframe for Activity	By Whom (optional)
Regularly assess the adequacy of current staffing levels	-Review Job Descriptions and revise as necessary	-Annually in February	-Library Staff
Provide adequate time and resources for continuing education and professional development for Library Staff	-Request additional town funding to support continuing education for staff	-July 2017	-Katie