



Summit County Library Strategic Plan 2018-2021

Mission: Ignite Curiosity, Advance Knowledge, Support Community

CORE VALUES Our Core Values serve as guiding principles for Summit County Library staff, board, and volunteers.

- **Ignite Curiosity**
- **Advance Knowledge**
- **Support Community**

IGNITE CURIOSITY – We are inquisitive in how we approach our work and we encourage our library users to be inquisitive in their search for a variety of information. Our library is dynamic, proactive, always learning, adapting, innovating, and mentoring. Together, with our visitors, we embrace new technology and ideas.

ADVANCE KNOWLEDGE – We are committed to advancing the knowledge of our patrons through trust by ensuring their privacy, modeling use of credible sources, protecting Intellectual Freedom (the freedom for all Library users to seek out and obtain information from all points of view), and maximizing our resources and collections.

SUPPORT COMMUNITY – We are *your* library, diverse, inclusive, and accessible to all. We are authentic and helpful in every interaction with visitors and colleagues – we don't give up! We are a safe, comfortable gathering place – physically and virtually – for creating, exploring, collaborating, relaxing, and allowing lifelong learning. By collaborating together our community thrives.

The Summit County Library **Core Values and Goals** support the County's Mission “...to ensure quality of life for present and future generations.”

Strategic Goals:

1. Each branch is a **community hub** providing fun educational programs, and services to meet the community's needs.
2. Staff is a **knowledgeable source** of community information and library resources.
3. We provide access to **technology** and the resources and skills to use it.
4. We lead on **literacy** – beginning with early literacy to encourage lifelong learning.

Strategic Objectives:

The objectives listed below focus the Summit County Library to help achieve the strategic goals in this plan through 2021. More objectives may be developed as others are completed or the need arises and the Strategic Plan will be reviewed annually for progress. Library staff and board members will define the specific tasks to accomplish each objective.

Goal 1: Each branch is a **community hub** providing fun educational programs, and services to meet the community's needs.

Objective 1.1: As part of the new Staff Development Program, staff is assigned as liaisons with community partners to ensure the community's needs are being met (see Objective 2.2). Developing Memos of Understanding (MOUs) with community partners is part of this objective. Project Leads: Kirsten Nilsson, Daisy Hodson, and Shaylee Phelps

Objective 1.2: Improve branding, style, and voice consistency by developing a Summit County Library Branding Guide and talking points by January 2019. Project Leads: Daisy Hodson, Emily Summers, and Rachel Spohn

Objective 1.3: Continue to build a case for a dedicated Teen Services Librarian and request funding through the annual Summit County budget process. Annually until fulfilled. Project Leads: Shaylee Phelps, Michelle Williams, Angela Christensen, Dan Compton, and Library Board

Objective 1.4: Work closely with Summit County to ensure the Sheldon Richins Building expansion of the Kimball Junction Branch remains a priority and is further developed to meet the needs of Snyderville Basin by December 2021. Project Leads: Dan Compton, Joe Frazier, and Library Board

Objective 1.5: Track the success of the Henefer Remote Locker and complete a study to determine the most strategic space for the next physical library in Summit County by December 2021. Project Leads: Dan Compton and Library Board

Objective 1.6: Assist the Friends of the Library in applying for a Park City Community Foundation Grant to support new program opportunities by May 2019. Project Leads: Dan Compton and Daisy Hodson

Goal 2: Staff is a **knowledgeable source** of community information and library resources.

Objective 2.1: Work with Summit County to rewrite Library job descriptions to reflect the Library's mission, values, strategic goals, and current library practices by January 2019. Project Leads: Dan Compton and Katie Wegner

Objective 2.2: Create a new Staff Development Program by June 2019. The new program should provide dedicated time each month for staff to learn new skills and become more integrated into the communities where they work (see Objective 1.1). Project Leads: Joe Frazier, Katie Wegner, Lee Whiting, Yvonne Judd, and Rachel Spohn

Objective 2.3: Develop a consistent orientation program for new employees utilizing videos by June 2019. Project Lead: Dan Compton

Goal 3: We provide access to **technology** and the resources and skills to use it.

Objective 3.1: Work with the County Webmaster to develop a new mobile-friendly website by June 2019. Project Leads: Dan Compton, Ed Woolstenhulme (IT Dept.), Joe Frazier, and Lee Whiting

Objective 3.2: Replace the public computers at the Kimball Junction Branch by December 2019. They were last replaced in 2014. Replace the public computers at the Coalville Branch by December 2021. They were last replaced in 2016. Have at least 1 Desktop Publishing station at the Coalville and Kimball Junction Branches by December 2019 to be consistent with the technology available at the Kamas Valley Branch. Project Leads: Dan Compton and Philip Bartholomew (IT Dept.)

Objective 3.3: As part of the new Staff Development Program (see Objective 2.2), staff will be trained in a specific set of core technology skills, so they are able to help patrons with the most common technology-related questions. Specific staff members will receive additional training and certification in assigned areas. Project Leads: Lee Whiting and Mike Serra

Objective 3.4: Each Branch to survey its community to determine which types of technology-related programming is desired by January 2019. Through the Staff Development Program, volunteers, paid presenters, online resources, or other means, we will strive to provide the requested programming by December 2019. Project Leads: Joe Frazier, Yvonne Judd, and Lee Whiting

Goal 4: We will lead on **literacy** -- beginning with early literacy to encourage lifelong learning.

Objective 4.1: As part of Objective 1.1, staff members represent the Summit County Library on the Early Childhood Task Force (Haley Holland - United Way), the North Summit Reading Foundation, and other relevant organizations in the community committed to early literacy skills by January 2019. Project Leads: Kirsten Nilsson, Yvonne Judd, Michelle Williams, Angela Christensen, and Lee Whiting

Objective 4.2: As part of Objective 4.1, Project Leads determine the gaps where the Summit County Library can best support the community with early literacy.

Objective 4.3: As part of the new Staff Development Program (see Objective 2.2), staff is trained in the best early literacy practices and participate in story times. Project Leads: Kirsten Nilsson, Yvonne Judd, Angela Christensen, and Lee Whiting

Objective 4.4: In conjunction with Goal 1, staff at each Branch develops programming to encourage other types of literacy (Health, Technology, Finance, Environment, Energy, Fake News, etc.) to be delivered during the course of this Strategic Plan. Project Leads: Daisy Hodson, Joe Frazier, Lee Whiting, and Yvonne Judd