

**Amagansett Free Library  
Long-Range Plan 2020-2025**

**MISSION**

The mission of the Amagansett Free Library is to provide quality materials and services which serve the educational, informational, cultural, and recreational needs of the entire community in an atmosphere that is welcoming and respectful.

**COMMUNITY PARTNERSHIPS**

**Goal:** Strengthen community partnerships with local schools, organizations, government, businesses, and the community at large to establish life-long learning opportunities for the collective benefit of the community.

**Objectives:**

**Enhance the relationship between the Library and the Amagansett Elementary School.**

Activities:

- Establish active relationships with school officials, teachers, and the PTA to coordinate efforts for resource sharing.
- Attend school district events to promote Library programs and services.
- Create programming with input from the Amagansett School.

**Enhance and improve the relationship between the Amagansett Free Library and local organizations.**

Activities:

- Reach out to organizations to hold meetings at the Library.
- Hold at least two programs a year at offsite locations.
- Solicit co-sponsorships for Library programs.

**Enhance and improve the relationship between the Amagansett Free Library and the local government and the elected and appointed officials.**

Activities:

- The director and staff members will attend local public interest meetings as appropriate. The director and staff members will attend meetings and events for local legislators.

**Enhance and improve the relationship between the Amagansett Free Library and local businesses.**

Activities:

- Form strategic partnerships with local businesses and business organizations, such as the Chamber of Commerce, to promote mutual interests.
- Enhance and improve the relationship between the Amagansett Free Library and the greater Amagansett community.

**PROGRAMS**

**Goal:** The Amagansett Free Library will offer educational and entertaining programs for all age groups.

**Objectives:**

Provide a variety of programs for all age groups that will meet the needs and interests of the greater Amagansett community.

Activities:

- Periodically review the program schedule and determine what programs will be offered in the coming year.
- Provide programs on topics suggested by patrons.
- Solicit monetary support for programs from the Friends of the Amagansett Library, local community organizations and businesses, and through grants.
- Continue to offer programs at offsite locations to increase awareness and to foster improved Library/community relations.

## **COLLECTIONS**

**Goal:** The Amagansett Library will provide collections and services that satisfy the recreational and informational needs of Amagansett residents while promoting life-long learning.

### **Objectives:**

Continually evaluate print, audiovisual, and digital collections to determine usefulness, timeliness, accuracy, and other criteria for keeping, adding to, or withdrawing from the collection.

### Activities:

- Develop collections in areas where present resources are lacking, taking into consideration the availability of digital resources and new formats.
- Annually evaluate online databases offered and add/delete as appropriate, considering whether or not remote access is available.
- Continue to weed outdated and/or duplicated areas of the collection as needed.

## **TECHNOLOGY**

**Goal:** Ensure Amagansett residents have access to established and emerging information technologies as well as opportunities to achieve technological literacy.

### **Objectives:**

Maintain a network of public computers that meets the essential technology needs of library patrons.

### Activities:

- Provide computer workstations for public use to access software programs, the Library's catalog, online resources and databases, and the Internet.
- Provide computer access for all students to work on assignments.
- Provide the necessary peripheral equipment, such as printers and scanners, for public use to meet the needs and desires of patrons.
- Provide wireless access to the Internet from the Library.

- Purchase technology equipment as appropriate and relevant.
- Provide relevant technology training opportunities by providing classes that meet patrons' needs.

## **CHILDREN'S SERVICES**

**Goal:** The Amagansett Library will provide a friendly, welcoming environment and experience for children, their parents, and caregivers.

### **Objectives:**

**The Amagansett Library will enhance the programs and offerings for children and their families in order to encourage a habit of lifelong learning and reading.**

### Activities:

- Offer after school programs for elementary school-aged children.
- Partner with the Amagansett School.
- Involve older students with the programs offered for children.

### **Enhance and improve the Children's Collection.**

### Activities:

- Develop the print collection with new and current literature for children.
- Develop the collection in digital resources and other formats.

## **PUBLIC RELATIONS AND MARKETING**

**Goal:** The Amagansett Library will actively promote the programs and services offered by the library.

### **Objectives:**

**Review and revise the Library's marketing plan to increase both awareness and usage of the Library's collections and services.**

Activities:

- Review current public relations and marketing activities.
- Analyze and recommend improvements to current practice.
- Monitor and discuss with staff areas of responsibility.
- Work with local organizations and the Friends of the Amagansett Library to advance the Library's presence in the community.
- Consider and use all forms of media to promote the Library's programs and services including local cable television, radio, newspapers, magazines, newsletters, and fliers (electronic and paper), programs, and the Library's website.
- Post fliers and/or leave brochures at places in the community that people ordinarily frequent.
- Cultivate and maintain relationships with the schools and other local groups and coordinate and promote programs with the same.
- Invite groups and individuals to host exhibits and displays at the Library.