



SEYMOUR LIBRARY
LONG RANGE PLAN
2026-2028

Introduction to The Library's Long-Range Plan

In January of 2022, the Seymour Library Director and the Board of Trustees formed a sub-committee to develop the 2023-2025 Long Range Plan for the Seymour Library. The completed 2023-2025 Plan consists of 5 strategic areas. In preparation of the 2026-2028 Plan, each strategic area goal has been thoughtfully reviewed and updated goals established.

A project team for each strategic initiative is responsible for developing annual action plans by January of each year and with evaluating accomplishment of these goals by September of each year. Throughout the year the project teams will report their progress at Library Board meetings.

An annual report on the status of goal attainment will be prepared by the Library Director and Marketing Committee for the Trustees, municipalities and community.

Mission, Core Values, Strategic Initiatives, and Goals

Mission

Lifelong learning, literacy, and discovery for all.

Core Values

Education: Meet community needs by promoting lifelong learning and literacy in all forms.

Access: All information resources are equitably accessible to all Library users.

Service: Provide the highest level of customer service to all Library users.

Intellectual Freedom: Support intellectual freedom and free inquiry.

Confidentiality/Privacy: Respect everyone's right to confidentiality and privacy.

Sustainability: Commitment to environmentally sound, economically feasible and socially equitable Library practices.

Strategic Initiatives	Overall Goal
Promote early and continuing literacy from birth to adulthood	Collaborate with educational institutions, organizations and area facilities to support the education of community, birth through adulthood
Financial Management	Ensure that funding received from all sources is used most effectively to support the Seymour Library
Workplace Environment	Staff satisfaction in the work place
Efficient management of Library Space	Efficient use of Library Space
Enhance Technology Infrastructure and Accessibility	Improve the community's access to up-to-date technology and systems.

Strategic Area One: Promote Early and Continuing Literacy from birth to adulthood

Project Team: Library Director and Librarians

Overall Goal: Collaborate with educational institutions, organizations and area facilities to support the education of our community birth through adulthood

Goals 2026-2028

1. Increase Story Time attendance and participation 5% annually.
2. Create useful STEM programs through collaboration with educational institutions with real world applications for the 6–14-year age group
3. Increase offerings of digital programs for new and developing technology for adults
4. Collaborate with outside organizations and municipalities to create external literacy opportunities, i.e. Story Walks

Evaluate and Adjust

1. Assess and address all goals semi-annually

Next Steps

1. Present to the three municipalities a report on changes in the past two/three years.
2. Evaluate and update to address areas of concern identified in the next Long-Range Plan.

Strategic Area Two: Financial Management

Project Team: Library Director and Trustees Finance Committee and bookkeeper

Overall Goal: Ensure that funding received from all sources is used most effectively to support the Seymour Library

Goals 2026-2028

1. Ensuring best use of municipal funds and maintain a balanced budget
2. Collaborate with outside organizations to enhance the building, grounds and Library Experience
3. Explore and pursue grant opportunities pertinent to the Seymour Library mission

Evaluate and Adjust

1. Assess and Address all goals semi-annually

Next Steps

1. Present a balanced budget annually to the municipalities
2. Evaluate and update to address areas of concern identified in the next Long-Range Plan.

Strategic Area Three: Workplace Environment

Project Team: Library Director, Staff and Personnel Committee

Overall Goal: Staff satisfaction in the workplace

Goals 2026-2028

1. Creation of employee committees for procedures and aesthetic suggestions
2. Establish staff departmental retreats to receive staff input for organizational evaluations
3. Report to Seymour Library Board of Trustees outcomes of staff retreats for analysis and improvements
4. Seymour Library Board of Trustees to annually review the organizational chart and make necessary changes

Evaluate and Adjust

1. Schedule Committee meetings with Library Board annually

Next Steps

1. Evaluate and update to address areas of concern identified in the next Long-Range Plan.

Strategic Area Four: Efficient Management of Library Space

Project Team: Library Director, Facilities Committee, Staff Committee

Goal: Efficient use of Library Space

Goals 2026-2028

1. Development of plan of action for addressing any infrastructure wants or needs
2. Identify and prioritize items within the Architectural Review to collaborate with the municipalities
3. Ensuring Library materials are accessible, attractive and patron friendly
4. Perform Library space analysis including Patron feedback to target areas of need

Evaluate and Adjust

1. Present findings to the municipalities and implement

Next Steps

1. Evaluate and update to address areas of concern identified in the next Long-Range Plan

Strategic Area Five: Enhance Technology Infrastructure and Accessibility

Project Team: Library Director, Adult Services Librarian, Teen Services Librarian, Children Services Librarian

Overall Goal: Improve the community's access to up-to-date technology and systems.

Goals 2026-2028

1. By 2027, update the Seymour Library website to meet NYS accessibility guidelines
2. Continue to build Seymour makerspace with current technologies and digital literacy programs to accompany it
3. Foster relationships with educational institutions, eg, BOCES for enhanced digital literacy initiatives for children and teens
4. Expand digital literacy offerings to specific areas of the internet on things targeting adults
5. Ensure funding for continual and regular updates of IT hardware

Evaluate and Adjust

1. Present findings to the municipalities and implement

Next Steps

Evaluate and update to address areas of concern identified in the next Long-Range Plan.

Strategic Area Six: Assess ongoing Library Needs

Project Team: Library Director, Board Liaison

Overall Goal: Obtain community input via online survey

Goals 2026-2028

1. Create and distribute community survey
2. Assess obtained data

Evaluate and Adjust

1. Present findings to the Seymour Library Board to apply

Next Steps

1. Use data to assess and develop existing and future initiatives

Trustees	Staff	Strategic Plan Team
<p>Officers: Libby Caruso <i>President</i></p> <p>Linda Nagus <i>Vice President</i></p> <p>Ken Streb <i>Finance Officer</i></p> <p>Kate Kosior <i>Secretary</i></p> <p>Trustees: Donald Pophal Helen Wexler Julie Pruss Kristen Sharpe Gloria Gustke</p>	<p>Library Director</p> <p>Children Services Librarian</p> <p>Youth Services Librarian</p> <p>Adult Services Librarian</p>	<p>Members: Kristen Sharpe <i>Chair</i></p> <p>Patrick Pittman Libby Caruso Kate Kosior</p>