



Newton County Library System

STRATEGIC PLAN

2018 – 2021



7116 Floyd Street, Covington, GA 30014
www.newtonlibrary.org

GOALS and ACTIVITIES

MISSION STATEMENT

The Newton County Library System supports the community by providing informational, educational, and recreational resources and services that provide lifelong enrichment.

GOAL 1: STAFFING

The library will provide users with exceptional customer service, a consistent experience, and accurate information from an increased number of well-trained and knowledgeable staff.

ACTIVITIES:

1. Update all departmental and personnel policies and procedures.
2. Ensure that all staff members receive an opportunity for continuing education each year.
3. Provide opportunities for additional in-house staff training.
4. Increase library staffing based on state requirements.

GOAL 2: COLLECTIONS

The library will provide a dynamic collection of popular, relevant, and up to date materials on a wide range of subjects in a variety of formats.

ACTIVITIES:

1. Keep the collection relevant and up to date based on professional standards.
2. Inventory all NCLS collections to ensure the library's catalog accurately reflects the current library holdings.
3. Explore options to digitize all NCLS historic documents and make the collection available to the public.
4. Increase percentage of library's annual budget spent on materials, based on state and national standards.
5. Monitor systems reports to ensure the collection accurately reflect current community needs.
6. Update and reorganize the Heritage Room at Covington to facilitate patron usage.

GOAL 3: FACILITIES

The library will provide safe, comfortable, inviting environments in strategic locations throughout the county.

ACTIVITIES:

1. Ensure that all library facilities reflect aspects of the heritage of Newton County.
2. Examine service hours of each location to meet the needs of the community.
3. Examine ways of providing maintenance and landscaping service to the Covington and Porter facilities.
4. Examine ways of providing courier service to the Covington, Porter, and Newborn facilities.
5. Improve the visibility and usability of NCLS collections.
6. Renovate Covington location to enhance the user experience, improve staff workflows, and maintain ADA compliance.
7. Maintain LEED Gold certification at Porter location.
8. Improve internal and external signage to increase usage and awareness.
9. Investigate options to acquire a new, larger library vehicle.
10. Investigate possible additional library locations in Newton County.

GOAL 4: TECHNOLOGY

The library will provide free access to the age-appropriate technologies needed by users to take advantage of current informational, educational, and recreational digital resources.

ACTIVITIES:

1. Continue to evaluate new, emerging technologies in order to provide access to the most appropriate technologies for the community.
2. Provide access and training to the new technologies needed by staff to provide quality service.
3. Update the library's technology infrastructure.
4. Upgrade and update the library's website.
5. Investigate resources to add self-checkout technology at Covington location.
6. Update technology-related policies and procedures.
7. Provide most current and accessible, ADA-compliant technologies.
8. Investigate new technologies to increase the lifespan of library materials.
9. Continue to apply for local, state and federal technology grants to update equipment, as available.

GOAL 5: PROGRAMMING

**The library will provide programs that educate, entertain,
and promote literacy in the community.**

ACTIVITIES:

1. Increase the number of adult and family-oriented programs.
2. Increase the number of programs that promote literacy and life skills.
3. Increase the number of programs that focus on job skills.
4. Increase the number of programs that reflect the diversity and heritage of the community.
5. Increase the number of programs that reflect contemporary, popular, and cultural interests.
6. Increase the number of programs that involve community partnerships.
7. Increase the number of outreach programs.

GOAL 6: ADVOCACY

The library will cultivate positive community support.

ACTIVITIES:

1. Identify community stakeholders and organizations willing to form partnerships with the library.
2. Create an ongoing dialog with the community to increase the awareness of the library's role in the community.
3. Promote positive library image within the community.
4. Continue to advocate for increased funding from governmental sources.
5. Continue to explore funding from non-governmental sources.

TAG LINE

Newton County Library System ... So Much More

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**Approved by Newton County Library System
Board of Trustees
August 1, 2018**