

Berlin Public Library

FY2014 Action Plan

Service Area Goals

GOAL: PROVIDE CURRENT TOPICS AND TITLES

OBJECTIVE: To provide current library materials that our patrons want and need to fulfill their desire for recreational reading, listening and viewing.

Action Items:

- Encourage patrons to donate current titles (Ongoing)
- Work with new people in Town to make sure their library needs are being met (Winter 2014)
- Expand e-book collection through continued library acquisitions and added support for the C/W MARS Overdrive Collection.
- Purchase a second copy of those popular titles that have the most holds throughout the Region in order to cut down on the wait period. (Ongoing)

GOAL: PROVIDE GENERAL INFORMATION

OBJECTIVE: To provide more materials in various formats to meet the informational needs of our patrons.

Action Items:

- Provide more newspapers online for our patrons (Spring 2014)
- Encourage staff to take workshops to familiarize them with information retrieval databases (Ongoing)
- Encourage staff to remain current on what is happening in their town and surrounding areas (Ongoing)
- Provide information to Seniors via their newsletter *The Powder House News*. (Ongoing)
- Reintroduce Library Newsletter to be sent to all residents. (2014)

GOAL: PROVIDE LIFELONG LEARNING

OBJECTIVE: To provide a variety of materials to help our patrons in their personal growth

Action Items:

- Expand collection of language tapes (Spring 2014)
- Seek grant money that will allow for more programming.
- Provide informational Saturday workshops on library resources including access to reference databases and “test driving” e-book devices.
- Add more material from Massachusetts authors and local history.

PRIORITY GOALS

GOAL: EMPLOY CURRENT TECHNOLOGIES

OBJECTIVE: To implement the technologies that provide the staff and patrons with the most efficient and effective tools to help them in their work retrieval of information.

Action Items:

- Develop a long-range computer plan (Winter 2014)
- Adhere to the PC specifications set by C/WMARS (Ongoing)

GOAL: PROVIDE PATRON ACCESS FOR ALL

OBJECTIVE: To provide a library that is easily accessible to all.

Action Items:

- Provide staff assistance for those who cannot easily access materials (Ongoing)
- Adult and Senior citizens will have access to material which will meet their need to explore topics of personal interest and to pursue lifelong learning.

GOAL: PROVIDE MORE USABLE SPACE

OBJECTIVE: To create more usable space in the library

Action Items:

- Weed Juvenile non-fiction and biography books (Spring 2014)
- Create a “New Books” section to provide visibility and more room in the stacks. (2014)
- Continue to explore the requirements and need for a library renovation and expansion on our current site. (Ongoing)

Submitted by: Robert Hodge, Director

APPROVED BY THE BERLIN PUBLIC LIBRARY BOARD OF TRUSTEES
11/29/2013.

Mark Smith, Chair
Judith Rothbard-Tate
Bob Clarke

Berlin Public Library
23 Carter St.
Berlin, MA 01503-1219

MEMORANDUM

To: Robert Hodge, Director/Administrator
From: Cindy Roach, Head of Library Advisory & Development
Date: December 4, 2013
Re: Action Plan

This letter acknowledges the receipt and approval of your Action Plan for FY 2015.

The current long range plan on file at the MBLC runs from 2007 to 2012.

If you have any questions on the planning process, our review of your action plan, or the dates above please contact me at 1-800-952-7403 extension 228 or email cindy.roach@state.ma.us