

2024-2026 Haston Library Strategic Plan

Process: The Strategic Plan committee met on three occasions to develop a three year strategic plan. We used three strategies to approach the development of the new plan. We assessed the previous strategic plan to evaluate progress on previous goals and identify any gaps moving forward. We brainstormed new ideas, dreams, wishes and hopes for the future of the library based on current qualitative and quantitative data, statistics and anecdotes. The committee completed a SWOT analysis, identifying the library's Strengths, Weaknesses, Opportunities and Threats to narrow the focus for our goals. Throughout the process, we created a list of questions to help formulate some specific needs that would most benefit the library in the next three years.

1. Friends of the Haston Library
 - a. Goal: In the next three years, a Friends of the Haston Library will be established and functioning in support of the library.
 - b. In alignment with the mission of the library, the board discussed the establishment and functions of a "Friends" group, particularly in fundraising and volunteering. Because of our municipal status, a separate entity would need to be created to take advantage of certain tax benefits for donors, as well as to qualify for some grant opportunities. This group could be populated with people leaving, or curious about starting, Board membership, and could also be a fun way for people to get involved for short-term projects or events and to increase community participation with the library.
2. Paid Staff Hours
 - a. Goal: In the next three years, staff hours will be increased incrementally to an extra 20 hours.
 - b. The library director currently works only during open hours of the library, which is not consistent with other libraries and businesses. The proposed extra hours will allow for the library director to do necessary work to meet the current and growing needs of the population. In recognition of the added expense to the town, the board has decided to contribute the existing fund balance from the 2023 budget toward the initial increase in hours, in hopes that the benefits will become apparent for future funding.
3. Parking and Access
 - a. Goal: In the next three years, the library will have safe and easy access to six additional parking spaces.
 - b. The board discussed several options, some of which had been ruled out previously by the committee. The need for walkable, safe, realistic parking options is a necessity for patronage and program growth.
4. Building
 - a. Goal: To begin discussing and planning the use of more space within the physical building of the Haston Library.

- b. The board would like to be proactive in partnering with the town Selectboard as they pursue changes to the physical space of the town offices. With the primary function of the building as a library, we would like to explore and be part of conversations regarding the use of the lower level.

5. Engagement and Inclusion

- a. Goal: To increase community engagement, especially with teens and underserved populations.
- b. In staying consistent with the library's mission statement, the board will support programming and partnerships that strengthen engagement with underserved populations. In particular, partnership with Franklin Central School through field trips, the Book Cart, collection sharing, and other initiatives will introduce young residents to the benefits of the library.

6. Documentation

- a. Goal: To bolster infrastructure for library practices and procedures.
- b. The board and library director identified a need to streamline documentation of practices and procedures for seamless function of the library. Any future board member or library director will be able to reference documents in an organized and easily accessible system.

Timeline:

	6 months	1 year	18 months	2 years	3 years
Friends of the Haston Library	Find point person; develop elevator pitch	Core group established; preparations with town begin; track when support is needed	Donation account established; start drafting bylaws	Bylaws and establishing documents drafted	Ready to apply for a 501(c)(3)
Paid Staff Hours	12 hours			16 hours	20 hours
Parking and Access	Invite Amy Brewer, talk to Rec, Select Board, and Kevin Lothian	Buy-in from town and other stakeholders	Location and funding channels identified	Funding established	Six parking spaces
Building	Committee established to plan for occupying the whole building	Plan drawn up for expansion	Funding needs identified	Funding channels identified	Capital Campaign!
Engagement/ Inclusion	School tours resumed; collect info to create teen programs		Teen programs piloted		Community-responsive teen programs established
Documentation	Calendar for operational tracking; interviews of previous staff/board underway	Calendar completed; interviews continue	Daily SOP documents written and organized	Calendar refined; interviews completed	Daily and annual operational documents organized for reference by staff