

Julia L. Butterfield Memorial Library  
Long Range Plan

<p><b>2013 GOALS</b> <b>Facility/Space</b></p> <ul style="list-style-type: none"> <li>✓ Install Shed</li> <li>Add Item 4 to Parking Area</li> <li>✓ Window Coverings</li> <li>Painting Protection</li> <li>✓ Improve Security</li> <li>Funding for Downstairs Renovations</li> <li>✓ Create a Facility Maintenance Plan</li> </ul>	<p><b>2013 GOALS</b> <b>Funding</b></p> <ul style="list-style-type: none"> <li>✓ Decide on Vote</li> <li>Identify Donors (including bequests)</li> <li>✓ Seek Grants</li> <li>✓ Address Capital Projects Funding</li> <li>Create Fund Balance Policy</li> <li>✓ Friends Agreement with Annual Donations</li> <li>✓ Endowment Policy</li> </ul>	<p><b>2013 GOALS</b> <b>Public Relations &amp; Partnerships</b></p> <ul style="list-style-type: none"> <li>✓ Continue to seek Community Partnerships</li> <li>✓ Continue Focus Groups</li> <li>✓ Improve Website</li> <li>✓ Provide more Adult &amp; Teen Programs</li> <li>✓ Emergency Readiness &amp; Partnerships as a Comfort Station</li> <li>✓ Complete Dewey Free</li> </ul>	<p><b>2013 GOALS</b> <b>Technology/Digital</b></p> <ul style="list-style-type: none"> <li>✓ Additional Computer Classes</li> <li>✓ Classes on eReaders</li> <li>✓ Purchase New Computers</li> <li>Monitors in Library for Presentations and Library Announcements</li> <li>✓ Creation of Adult &amp; Teen Computer Areas</li> <li>Grants for Butterfield Papers</li> </ul>
<p><b>2014 GOALS</b> <b>Facility/Space</b></p> <ul style="list-style-type: none"> <li>✓ Window Coverings</li> <li>Painting Protection</li> <li>✓ Funding for Downstairs Renovations</li> <li>✓ Water run-off /plantings along walkway</li> <li>✓ Secure \$50k Grant through Sandy Galef/Dormitory Authority</li> <li>Begin work on Children’s Renovation</li> </ul>	<p><b>2014 GOALS</b> <b>Funding</b></p> <ul style="list-style-type: none"> <li>✓ Decide on Vote</li> <li>Identify Donors (including bequests)</li> <li>✓ Seek Grants</li> <li>✓ Address Capital Projects Funding</li> <li>Create Fund Balance (if not already)</li> <li>✓ Investment Policy</li> <li>✓ Capital Fund</li> </ul>	<p><b>2014 GOALS</b> <b>Public Relations &amp; Partnerships</b></p> <ul style="list-style-type: none"> <li>✓ Continue to seek Community Partnerships</li> <li>✓ Continue Focus Groups to help plan future programs and services</li> <li>✓ Increase information sharing among local organizations</li> <li>✓ Increase public organization use of space</li> <li>✓ Increase Senior Citizen Services</li> </ul>	<p><b>2014 GOALS</b> <b>Technology/Digital</b></p> <ul style="list-style-type: none"> <li>✓ Provide Computers based on latest technology</li> <li>✓ Promote eReaders/eBooks</li> <li>✓ Promote Downloadable Material</li> <li>Grants for Butterfield Papers</li> <li>Archive Committee?</li> <li>Create meeting space merged with technology</li> <li>Increase outlets</li> </ul>
<p><b>2015 GOALS</b> <b>Facility/Space</b></p> <ul style="list-style-type: none"> <li>✓ Downstairs Renovations – start</li> </ul>	<p><b>2015 GOALS</b> <b>Funding</b></p> <ul style="list-style-type: none"> <li>✓ 259 Vote to Haldane District (\$73,150)</li> <li>✓ Seek Grants</li> </ul>	<p><b>2015 GOALS</b> <b>Public Relations &amp; Partnerships</b></p> <ul style="list-style-type: none"> <li>✓ Continue to seek Community Partnerships</li> <li>✓ Get out in the community – go to schools, recreation, town events, et.</li> </ul>	<p><b>2015 GOALS</b> <b>Technology/Digital</b></p> <ul style="list-style-type: none"> <li>✓ Provide Computers based on latest technology</li> <li>✓ Continue to provide relevant tech services</li> <li>Grants for Butterfield Papers</li> </ul>

LONG RANGE PLANNING : Created on January 14, 2012 Updated: December 10, 2013 Updated: January 14, 2013  
Action steps that will be needed to meet the objectives. Develop a process for evaluating whether or not the library is reaching its objectives. The Board of Trustees formally adopts the plan. Evaluate how well the plan is working each year.

<p><b>2016 GOALS</b>  <b>Facility/Space</b></p>	<p><b>2016 GOALS</b>  <b>Funding</b></p>	<p><b>2016 GOALS</b>  <b>Public Relations &amp; Partnerships</b></p>	<p><b>2016 GOALS</b>  <b>Technology/Digital</b></p>
<p><b>2017 GOALS</b>  <b>Facility/Space</b></p> <ul style="list-style-type: none"> <li>• Painting Protection – follow up on suggestions</li> <li>• Staircase Study <i>Don MacDonald</i></li> <li>• Make temp fix permanent - water run-off /plantings along walkway</li> <li>• Complete Children’s Renovation by 6/30/2017</li> <li>• Move large desk into Reading Room to create reference and tech help desk. <i>Moved – need casters</i></li> <li>• Move Adult Fic to Front Room <i>Will be completed by end of month</i></li> <li>• See Facility Plan for list of all projects</li> </ul>	<p><b>2017 GOALS</b>  <b>Funding/Financials</b></p> <ul style="list-style-type: none"> <li>• Business Office – Review</li> <li>• Decide on FUTURE Vote</li> <li>• Identify Donors (including bequests)</li> <li>• Seek Grants <i>Molding outside 2017 NYS Construction Grant</i></li> <li>• Review financial policies</li> <li>• Audit for 2016 <i>Letter signed by Mike</i></li> </ul>	<p><b>2017 GOALS</b>  <b>Public Relations &amp; Partnerships</b></p> <ul style="list-style-type: none"> <li>• Focus on local Small Businesses</li> <li>• Pop Up Library Events in Community <i>Several events in the works</i></li> <li>• Work with local libraries <i>Partnering w/Beacon and Garrison for Small Business Association A Go-Go</i></li> <li>• Replace Testing Database <i>PC is looking to purchase</i></li> <li>• Attend Town Board Meetings quarterly <i>Attending Feb. 2017</i></li> <li>• Attend Chamber Events</li> <li>• Offer to host local events</li> <li>• Continue to work with schools</li> <li>• Increase number of people on newsletter list</li> </ul>	<p><b>2017 GOALS</b>  <b>Technology/Digital</b></p> <ul style="list-style-type: none"> <li>• Promote Digital Material</li> <li>• Purchase and Install SAM <i>Just signed paperwork, installation next month</i></li> <li>• Grants for Butterfield Papers <i>Grants in the works</i></li> <li>• Increase outlets</li> <li>• Move desktops to Reading Room</li> </ul>

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<b>2018 GOALS</b> <b>Facility/Space</b>	<b>2018 GOALS</b> <b>Funding</b>	<b>2018 GOALS</b> <b>Public Relations &amp; Partnerships</b>	<b>2018 GOALS</b> <b>Technology/Digital</b>
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