

Lewiston Public Library Five-Year-Plan: 2009 – 2013

LPL Mission

**Preserving our history,
Connecting our community,
and Enriching the life of the mind.**

The Lewiston Public Library provides resources and services to meet the needs of children, teens, adults, seniors, families and organizations. The Library's mission is broad in scope and identifies the three major overall goals for the organization. The mission is intended to be carried out in collaboration with the many educational and cultural institutions working to address similar community needs.

Preserving our history: LPL links residents with the history of our community and celebrates the diversity of cultures and backgrounds that combine to make up the heritage, traditions and societies of Lewiston.

Connecting our community: LPL acts as a convergence point for all segments of our community, offering a safe space for residents to come together to explore differences, embrace commonalities, discuss the issues of the day, and plan for our future.

Enriching the life of the mind: LPL serves as a forum to develop aspirations, stimulate the imagination, and enhance the leisure time of residents.

Service Responses

Nurture young readers: LPL will deliver services, programs and resources to children, families and caregivers designed a) to help ensure that young people will enter school ready to learn to read, write, listen, and succeed and b) to support elementary school-age children in building literacy and expanding aspirations.

Connect to the online world: LPL will provide residents with the tools to effectively use and take advantage of the resources and services available through the Internet. This includes the provision of computers and other hardware for use by the public, introductory assistance and education on using the hardware, software and basic Internet resources, and the purchasing of community licenses for proprietary information to meet the needs of area residents.

Promote and support lifelong learning: LPL will provide residents with the resources and support services necessary to promote their educational success and to meet their individual goals.

Support integration into American life: LPL will provide refugees and immigrants with resources to support them in building a new life in the United States. These will include information services, materials, programs, and other resources leading to success in English language learning, employment, school (Pre-K through post-secondary), citizenship education, and other areas needed to participate successfully in American life.

Focus on Teens: LPL will provide services and resources to teenagers and young adults designed to support their educational and developmental needs, enhance personal growth and identity, and promote beneficial connections with each other and with the larger community.

Acknowledge and celebrate Seniors: LPL will engage seniors in programming aimed at making inter-generational connections and provide resources and programs for them to address their specific educational and recreational needs.

Objectives

[Objectives labeled “short-term” are intended to be addressed and completed in the next two years; those designated “long-term” are targeted for completion in the next two to five years.]

Preserving our history

Develop a Web-based index to materials specific to Lewiston history, people, places and events. This tool will provide access via a single search interface to contents of the current Lewiston History Database, the Gridley Barrows photographic collection and other special collections. **[Long-term]**

Open the Library's archival collections for public access by partnering with one or more local organizations to set up a plan for managing the archives and providing public access services. **[Long-term]**

Collaborate with local organizations to establish a section in the Library's archives to collect documentation regarding the history of immigrant groups that have settled in the Lewiston-Auburn area. **[Long-term]**

Connecting our community

Annually conduct one public forum for the purpose of examining a significant issue of concern to the community and of developing action steps to address the issue. (LPL will work with other community partners to identify the issue and to help plan and carry out the forum.) **[Short-term]**

Increase the public use of the Library's conference rooms by 15% for each of the next two years by conducting a promotional campaign to inform local organizations of the availability of these rooms. **[Short-term]**

Partner with local organizations to present a series of programs on the history and traditions of cultural and ethnic groups living in Lewiston. **[Short-term]**

Improve collaboration with the Auburn Public Library by appointing one member from the LPL board and one member from the APL board to serve as a non-voting representative to the other library board for the purposes of attending board meetings and increasing the level of communication between the two institutions. **[Short-term]**

Establish a Library Liaison program, from LPL's base of users and supporters, in which Liaisons are first oriented to ways in which the Library can support an organization (e.g., buying books and materials to support organizational goals, creating materials lists on subjects of interest, providing Library tours, presenting programs for the organization, etc.) and then trained as LPL spokespeople in communicating the possibilities to others in the community. **[Long-term]**

Enriching the life of the mind

Design and implement at least three major displays annually, each to feature one subject theme and to include a bibliography of materials on the subject along with other handouts. **[Short-term]**

Digitally record (on video) each Great Falls Forum lecture series for the purposes of presenting the recorded programs on Great Falls TV and making them available on the Internet via the Library's Web pages. **[Short-term]**

Collaborate every other year with the Auburn Public Library and other community partners (including at least two area colleges) to sponsor a community-wide, "one-book" reading program. **[Short-term]**

Expand the shelving capacity for the large print book collection by 25% to meet the growing demand for books in this format. **[Short-term]**

Hold a minimum of three author programs (authors presenting readings of their work, book talks, and/or book signings) annually. **[Short-term]**

Collaborate with the Friends of the Lewiston Public Library and the Maine Humanities Council to hold an annual ***Let's Talk About It*** reading and discussion series.

[Short-term]

Increase the entertainment video circulation by 20% annually (from the current level of 6,400 videos borrowed annually to 7,700) by regularly (at least twice annually) compiling, printing and displaying a hard copy catalog of available videos and by improving the video display area. **[Short-term]**

Increase the visibility and circulation of the new books and other materials being added to our collection by publishing a new materials list on the Library's Web page on a weekly basis. **[Short-term]**

Expand the attendance of the Great Falls Forum lecture series by 30% from the current average of 51 attendees to an average of 66 during the 2010-2011 GFF season through increased promotion and marketing of the series. **[Long-term]**

Increase the adult paperback book circulation by 20% annually (from the current level of 14,500 books borrowed annually to 17,400) by replacing the current shelving units with a style that allows for more attractive displaying of the books. **[Long-term]**

Nurture young readers

Meet with representatives from four area preschool agencies to explore the possibility of supporting their pre-literacy programs with professional advice, loaned book collections, and/or other service responses. **[Short-term]**

Increase the scope and impact of our summer reading programs, reaching out to more children across varying demographics. Increase participation by 20% from the current level of 213 to 256 annually. **[Short-term]**

Expand the BookReach program (a program that provides books and volunteer readers to home-based childcares) by 25% to serve a total of 46 childcare sites weekly.

[Long-term]

Connect to online world

Work with the Management Information Services Department and the City Administration to develop a city-wide computer/technology plan to have all City computers replaced on a regular schedule. **[Short-term]**

Implement and promote Web-based access to audiobooks in electronic, downloadable format as a participant in the Maine InfoNet Downloadable Audio Project.
[Short-term]

Dedicate a minimum of 7 library technician staff hours per week to the development of the Library's Web presence. **[Short-term]**

Increase the use of the computer lab for adult/senior open lab sessions by 25% for each of the next two years. **[Short-term]**

Conduct annually at least one series of Web site development classes targeted at either children or teens. **[Short-term]**

Improve the usefulness of the Library's Web pages by evaluating all sections at least twice annually to check all links and update each section with appropriate new content. **[Short-term]**

Conduct at least two public programs annually on computer literacy skills in the computer lab. **[Long-term]**

Maintain an awareness of newly-developing technologies and employ them to address changing community needs that arise in relation to each of the service responses contained in this plan. **[Long-term]**

Promote and support lifelong learning

Partner with other community agencies, e.g., College for ME-Androscoggin and Lewiston Adult Education, to conduct one public informational program annually for adults aimed at supporting their transition into or their return to higher education. **[Short-term]**

Work with the Downtown Education Collaborative and other community partners to continue to offer an after-school homework help program in the computer lab for middle and high school students, averaging 20 students per day.
[Short-term]

Expand the after-school homework help program into the Children's Room for elementary school students with a goal of averaging five students per day by the end of the first school year. **[Short-term]**

Expand connections with community partners to offer additional education programs (or series of programs) for the public in the Library. **[Short-term]**

Collaborate annually with at least one USM Lewiston-Auburn College Senior College instructor and one Lewiston Adult Education Enrichment instructor to purchase materials and/or take other steps to support the learning objectives of their respective classes. **[Long-term]**

Evaluate and revise the Library's High Interest/Low Reading Level book collection with a focus on creating a more attractive, accessible display in order to highlight topics of primary value to adult language learners. **[Long-term]**

Support integration into American life

Collaborate with the Lewiston Adult Education ESOL (English Speakers of Other Languages) program to host a weekly citizenship preparation class for adults. **[Short-term]**

Partner with community organizations to plan and hold annual Library orientation sessions for members of the refugee and immigrant communities. **[Short-term]**

Partner with Catholic Charities of Maine to include a Library component in orientation programs for refugees and immigrants moving to the L/A area. **[Short-term]**

Recruit at least one representative from the refugee or immigrant communities to serve on the Board of Library Trustees. **[Short-term]**

Partner with one or more community organizations to develop a cultural liaison program to assist in communications between the Library and the refugee and immigrant communities. (This program must allow for two-way communication, informing community members of the Library services available to them and informing the Library staff on the educational and informational needs of these communities so that services can be developed to meet those needs.) **[Long-term]**

Focus on teens

Hold teen open mic nights at least twice annually by collaborating with YADA and other local teen organizations. **[Short-term]**

Work to recruit at least one teenager to serve on the Board of Library Trustees. **[Short-term]**

Add a minimum of eighteen library technician staff hours per week to developing resources, services and programs focused on the needs of Teen and Young adult members. **[Short-term]**

Teen librarian will establish a Teen Advisory Group to provide input and feedback regarding Library resources, services and programs. **[Long-term]**

Teen librarian will work with the Teen Advisory Group to hold at least two programs weekly on topics designed to support the personal educational goals or developmental needs of young adults. **[Long-term]**

Acknowledge and celebrate seniors

Present at least one program annually designed to bring teenagers and seniors together to share interests and/or to appreciate and celebrate the lives of each other. **[Short-term]**

Expand outreach to seniors by promoting selected LPL events at local retirement communities. **[Long-term]**

General objectives

Develop a workable promotional plan for all new library services and programs. **[Short-term]**

Install a second OPAC (online public access catalog) station on the first floor of the Library. **[Short-term]**

Utilize an outside consultant to develop a plan for interior signage to direct people around the building and to effectively market the materials collection. **[Long-term]**

Expand the development and fund-raising capabilities of the Library for the purpose of increasing the Library Endowment Fund, expanding annual giving through the Friends of LPL, and developing other avenues for financial partnerships and support. **[Long-term]**

Respond to the developing needs of our evolving community as they pertain to the Library mission and service responses. **[Long-term]**