

**PRAIRIE SKIES PUBLIC LIBRARY DISTRICT  
LONG RANGE PLAN  
2009**

**MISSION STATEMENT**

The mission of the Prairie Skies Public Library District is to serve the public by acquiring and providing a balanced collection of recreational, informational, and educational materials and services. The library will provide life-long learning opportunities, access to materials and services beyond the library's collections, use of current and emerging technologies to adapt to the needs of the community, and increase public awareness and support for the library.

**LONG RANGE PLAN**

**GOAL # 1 Provide facilities to meet the needs of the Library District (ongoing)**

- Objective # 1 Facility to meet District needs
  - Hold Public Forum every five years/survey for views beginning Fall 2009
  - Explore all ideas
- Objective # 2 Make improvements
  - Complete 5 year plan

**GOAL #2 Provide services to individuals within the Library District (ongoing)**

- Objective # 1 Children/Young Adults
  - Summer Reading Program
  - Activity # 2 Special Programming
- Objective # 2 Adult
  - Special Adult Programming
  - Book Discussion Groups
- Objective # 3 Special Needs Community
  - Activity #1 Continue to offer "Talking Books"
  - Activity#2 Increase Large Print Materials and Audio Books
  - Activity #3 Continue Homebound delivery
- Objective # 4 Public Relations
  - Press releases

- Update Website

**GOAL # 3 Provide a balanced collection of recreational, informational, and educational Materials that reflect the needs of a changing community (ongoing)**

- Objective #1 Print Material
  - Continue to add materials
  - Accept Memorial/Honor Books
  - Microfilm of local papers
- Objective #2 Non-Print
  - Audio books
  - Video/DVD/Music CD
  - Discovery Kits
- Objective #3 Internet
  - Public Terminals
    - Pleasant Plains
    - Ashland
  - Maintain Homepages
- Prairie Skies Public Library District
  - Access Library information through home computers
  - Interlibrary loan

**GOAL #4 Evaluate library staff/operations (ongoing)**

- Objective #1 Staffing needs
  - Staff attends workshops/meetings/CE credit compilation
  - Provide training for Library Administrator
  - Maintain written job descriptions
- Objective #2 Hours of Service
  - Homebound delivery service
  - Maintain a minimum of 49 hours per week
- Objective #3 Operations and Procedures
  - Have opening and closing procedures for both locations
  - Document duties of Library Administrator/Staff
- Objective #4 Equipment
  - Computers
  - Other Equipment

**GOAL #5 Continue to and further develop cooperation and resource sharing with all types of Libraries (ongoing)**

- Objective #1 Sharing of Collections
  - Continue to make our collections available to various libraries through shared databases
  - Continue to use other library collections to supplement our own collection through Intralibrary loan and Interlibrary loan through the World Cat
  
- Objective #2 Cooperative Collection Development
  - Cooperation between all schools in library district
  - Cooperation between all Area wide library systems
  - Cooperation between Illinois State Library's OCLC (Online Computer Library Center, Inc.)

**GOAL #6 Pursue grants to enhance library services (ongoing)**

- Objective #1 Review State and Federal funding each year
  
- Objective #2 Pursue private grants

## YEARLY REVIEW

It is the recommendation of this committee that a yearly review of this plan be done.

Chairman: [Victoria DeGroot](#)

The Prairie Skies Public Library District Board of Trustees has approved this plan on the 10th day of March 2009.

President: [Cynthia Ingles](#)

Secretary: [Johanna Betters](#)

## **3- Year IMPROVEMENT PLAN**

### **Ashland Location**

#### **2009/2010**

1. Paint outside of Building
2. Building Inspection
3. Complete repairs identified in building inspection

#### **2010/2011**

1. Replace automatic door
2. Remodel Computer Room
3. New Paint and Carpet

#### **2011/2012**

1. Remodel Kitchen & Employee Bathroom
2. Add additional Shelving

### **Pleasant Plains Location**

#### **2009/2010**

1. Seal Foundation
2. Landscaping & Repairs
  - i. Due to sewer hookup

#### **2010/2011**

1. Increase size of parking lot.
2. New Circulation Desk with self checkout

#### **2011/2012**

1. Set up outdoor Reading Area
2. Set up teen area

## **PRAIRIE SKIES PUBLIC LIBRARY DISTRICT**

### **LONG RANGE GOALS**

**MET 2008/2009**

#### **Improvement Plans met at Ashland**

1. Remodeled and repaired Public Restroom
2. Signage on Building
3. Cleaned Carpet
4. Replaced Water fountain
5. Installed WIFI
6. Replaced lock on front door

#### **Improvement Plans met at Plains**

1. Added Shades to remaining windows
2. Updated signage to new name on building & front sign
3. Put in sewer system
4. Added WIFI