

LONG RANGE PLAN OF SERVICE 2025-2028

MISSION STATEMENT:

The mission of the Port Chester-Rye Brook Public Library, serving the Villages of Port Chester and Rye Brook, is to provide free access to information, materials, programs and technology to meet and enrich the educational, recreational, and cultural needs and interests of the Community. The Library seeks to engender a love of reading, to encourage curiosity and to instill a joy of learning in patrons of all ages. The Library recognizes, appreciates and embraces all of its patrons and provides environments and resources that respect diversity.

STRATEGIC PRIORITIES:

- Enhance Community Engagement and Visibility
- Provide Access to Essential Technologies
- Ensure the Library is an Enduring Community Asset
- Reimagine, Rethink, Redo our Physical Facility

ENHANCE COMMUNITY ENGAGEMENT AND VISIBILITY

Goal: Raise awareness, expand engagement, and promote the Library as a vital community hub.

- a. Broaden Outreach. Actively provide outreach to all members of our community, including senior centers, religious institutions, service organizations, schools, etc.
- b. Promote Library programs. Promote the Library's services and events by utilizing our website, newsletter and social media platforms, including Facebook, Instagram, X/Twitter, etc.

- c. Boost Social media Presence. Regularly update our blog and social media channels to maximize engagement and reach.
- d. Increase Presence at local functions and events. Ensure Library staff and Board members attend and participate in local functions and events, and consider joining service organizations.
- e. Expand Outreach in Schools. Continue to connect with public and private schools, for example, by offering resources such as tours of the library and helping to design grade-appropriate reading lists.
- f. Enhance Digital Content. Increase streaming and recording of live programming to extend accessibility and reach.

PROVIDE ACCESS TO ESSENTIAL TECHNOLOGIES

Goal: Supply the digital tools needed to keep our community connected and engaged in the 21st century.

- a. Expand Equipment Lending. Purchase and circulate equipment such as laptops, Chromebooks, hotspots, gaming equipment, etc.
- b. Provide Relevant Collections. Provide library collections that reflect the character, needs and requests of our community.
- c. Optimize Technology Use. Evaluate and utilize current and emerging technologies for patron use and to improve efficiency and productivity of operations.
- d. Provide Technology Training. Offer public training on current and emerging technologies.
- e. Expand virtual services. Expand our online offerings to provide more convenient and accessible resources.

ENSURE THE LIBRARY IS AN ENDURING COMMUNITY ASSET

Goal: Maintain the Library as a long-lasting community asset, enduring for future generations.

- a. Maintain Fiscal Health. Strive to maintain sound, community supported fiscal policies. Continue outreach to Village officials, local businesses, service organizations, etc.
- b. Form Lasting Partnerships. Develop strong, mutually beneficial relationships with community businesses and organizations.
- c. Support the Friends of the PCRB Library. Support our relationship with the Friends of PCRB Library organization.
- d. Develop effective fundraising, legacy giving and grant-seeking strategies.
- e. Maintain a well-trained, informed and welcoming staff. Recruit, hire and train staff that are focused on excellent customer service, and provide training to staff regularly.
- f. Provide continuing education for Library staff and Trustees.
- g. Establish and maintain good institutional governance. Ensure all Library policies are regularly reviewed, updated and compliant with State library rules and regulations.
- h. Support ongoing eco-conscious practices and education in all library operations, while serving as an example to our community.

REIMAGINE, RETHINK, AND REDO OUR PHYSICAL FACILITY:

Goal: Reimagine and transform our physical facilities to remain user-friendly and supportive of our community's changing needs.

- a. Optimize User Experience. Ensure the library remains welcoming, user-friendly, and adapts to evolving community needs, supported by a customer-service focused staff.
- b. Maximize Outdoor Space. Review parking facilities, explore opportunities for developing outdoor areas for programs.
- c. Serve as a trusted safe space for daily use.

Approved by the Board of Trustees 5/27/2025