

Millbrook Library  
**2022 - 2025  
STRATEGIC  
PLAN**



Approved by the Millbrook Library Board of  
Trustees on December 21, 2021

# PLANNING TEAM

Courtney Tsahalís, Jodi Fernandes, Nicki Schermann, Kristin Perkins, Abigail Gallagher

# PLANNING PROCESS

In 2021, a team of library staff and board members worked together to host a series of community conversations. The purpose of the conversations was to learn what kind of community people want to live in and what actions were needed to reach those aspirations. The library team used the knowledge gained to create and shape a new mission statement and a strategic plan that truly addresses community needs.

# NEW MISSION

The Millbrook Library empowers our community to be resilient, informed, and equitable through leadership and collaboration, free and open access to ideas and information, and educational, enjoyable programs and services provided in a welcoming, inclusive environment.

# STRATEGIC THEME 1:

---

## Building Community

The library will support local organizations and businesses through partnerships and programs, as well as provide and promote volunteer opportunities for the community.

### OBJECTIVES:

- **Be a place for people to volunteer and promote local volunteer opportunities.**
- **Provide opportunities for local organizations to share volunteer information.**
- **Support local businesses.**
- **Support local cultural organizations.**
- **Provide Millbrook residents with knowledge about community events.**
- **Develop programs for library users to explore topics of personal interest and encourage lifelong learning.**

# STRATEGIC THEME 2:

---

## Diversity

The library will be a place where all cultures are celebrated and where everyone is welcome.

### OBJECTIVES:

- **Promote cultural diversity.**
  - The library will host at least 6 multicultural programs a year.
  - The library will build a collection of materials that features diverse stories and authors.
- **Lower barriers to access.**
  - The library will not charge for programs and events in order to ensure all community members can participate.
  - The library will remain fine-free to ensure there are no economic or social barriers to library access.
- **The library space will become more accessible and accommodating.**
  - Noise-canceling headphones will be made available for people with sensory sensitivities.

# STRATEGIC THEME 3:

---

## Sustainability & Resiliency

The library will be a model for sustainability and resiliency through our actions and education.

### OBJECTIVES:

- **Achieve sustainability certification through the Sustainability Libraries Initiative.**
- **Partner with local organizations to offer programs that educate patrons on the local environment.**
- **The library building will be properly maintained and improvements will be made as needed to ensure the building is safe and accommodating for all.**
- **Help the community be more resilient.**
  - The library will hold at least one disaster preparedness and one job help program each year.
  - Ensure internet access is available outside the library building.

# STRATEGIC THEME 4:

---

## Finances

The library will improve its financial position to ensure that it is capable of providing programs and services that respond to the needs of the community.

### OBJECTIVES:

- **Increase public and private funding resources to meet growing community needs for library services.**
  - Board will plan for a 414 initiative to cover operating expense increases.
  - Director and staff will pursue additional grant opportunities that will help the library increase its impact on the community.
  - Board and Director will send out two appeals each year asking for private donations.
- **Work with Trustee of the Millbrook Library Trust so that Trust investments both meet financial performance objectives and have a positive social impact.**
  - Finance Committee will maintain regular communication with the Trustee regarding changes in the trust and its investments.

# STRATEGIC THEME 5:

---

## Well Curated Collections

The library will maintain a collection that provides the community with reliable, authenticated sources of information that are diverse and inclusive.

### OBJECTIVES:

- **Continually evaluate print, audiovisual, and digital collections to determine the usefulness, timeliness, accuracy, and other criteria for keeping, adding to, or withdrawing from the collection.**
  - Director will maintain circulation statistics for recent purchases to make sure materials selections satisfy and reflect patron and community needs and interests.
  - Director will explore cooperative contracts with vendors for new products, such as e-resources.
  - Director and staff will consider patron requests for the collection.
- **Continue to digitize local history resources of interest and make them more accessible.**
  - Director and staff will continue to work on digitizing materials in the Bennett Collection.

# SEND US YOUR QUESTIONS!

Courtney Tsahalis - [director@millbrooklibrary.org](mailto:director@millbrooklibrary.org)

Thank you to everyone who participated in our conversations and shared their feedback with us. The information you provided was invaluable and has helped us create a new strategic plan that ensures we are addressing community needs. This is meant to be a fluid document that we can adjust over the years. If you have any feedback on this plan or other ideas you want to share, our doors are open.

We feel very fortunate to work in and serve a community as wonderful as Millbrook and are committed to helping the community address and resolve challenges as well as work towards a bright future.

Millbrook Library