Mineral County Library
FIVE-YEAR PLAN
2019 – 2023

Approved by the Mineral County Library Board of Trustees, November 14, 2018.

Mineral County Library
110 1st Street
PO Box 1390
Hawthorne, NV 89415

Mina-Luning Community Library
234 B Street
PO Box 143
Mina, NV 89422

Revised: 1/13/2021

INTRODUCTION

The Mineral County Library Five-Year Plan identifies the goals, objectives, and key initiatives that allow this library to meet the changing needs of its patrons. The plan is consistent with the intent of the Library Services and Technology Act (LSTA) federal program and the Nevada State Library and Archives LSTA Five-Year State Plan.

The Plan was developed with input from Library Board of Trustees members and staff members. With a small staff that regularly communicates with patrons, this Library has its finger on the pulse of what patrons want. This Plan reflects the intent to meet patron needs with the excellence that has always been a mark of this Library.

Staff: Courtney Oberhansli, Director
                          Katharine Pyatt, Circulation Librarian
                          Matthew Golling, Circulation Librarian
                          Rita Crist, Circulation Librarian/Mina Branch

Board of Trustees: Kay Benscoter, Chairperson
                          Elizabeth Doyle
                          Christine Clifford
                          Phillip Ratliff
                          Linda Dow

Kay Benscoter, Chairperson

Courtney Oberhansli, Director

VISION STATEMENT

It is the vision of the Library to grow and encompass all the current and future informational, educational, and entertainment needs of the community as it progresses.

MISSION STATEMENT

It is the mission of the Library to provide library services for the betterment, education, and entertainment of the entire spectrum of this community, thereby enabling patrons and visitors to know and develop their potential through the benefits of effective library services.

OBJECTIVE

The Library's overall objective is to provide excellence in library services to the public. Our main efforts will be in maintaining and expanding our collections, developing programs to meet the needs of patrons, and providing library users access to technological advances.

The library administration must be mindful not only of the library materials and technological services and equipment needed to accomplish these goals, but also of the demands placed on our staff. We must maintain staffing levels, provide good salaries and benefits, and provide educational opportunities to the staff.

We emphasize the need to educate and inform the public concerning the availability of our services and the Library's commitment to providing effective services. The Library strives to attract new patrons and provide service to a greater number of residents. We do this by offering and promoting quality library services.

Goal 1:   **Mineral County Library will support the maintenance and development of an outstanding collection, highly trained personnel, and excellent facilities**

Objectives:

A. Outstanding collection
   1. Maintain the high level of availability of the collection
   2. Keep collection up-to-date and relevant
   3. Secure collection from preventable theft

KEY INITIATIVES:
   1. Availability
      a) Allow checkout of video games for in-home use
      b) Pursue licensing for purchase of Virtual Reality programs
   2. Relevant collection
      a) Pursue Collection Development Grants yearly
      b) Inventory and evaluate portions of the collection yearly
   3. Secure collection
      a) Install RFID to aid in preventing theft, and assist in inventory and gate counts

B. Highly trained personnel
   1. Maintain staffing levels. Add a part-time circulation position
   2. Emphasize and fund staff training opportunities and library certification classes
   3. Facilitate training for Library Board of Trustees members

KEY INITIATIVES:
   1. Staff levels
      a) Reinstate part-time Mina position
   2. Training
      a) Encourage staff and Trustees' use of state travel to training funds for American Library Association (ALA) and Nevada Library Association (NLA) conventions
   3. Trustee Academy
      a) Encourage Trustees to train with the Nevada Trustee Academy

C. Excellent facilities
   1. Renovate facility to address electrical issues and weather issues
   2. Maintain upkeep and continue to develop a facility that is ADA compliant, attractive, and meets the needs of patrons

KEY INITIATIVES:
   1. Facility issues
      a) Repair foundation on south-facing exterior to eliminate flooding issues
      b) Install emergency lights in bathrooms

    c) Update and add electrical wiring and outlets, including exterior outlets
    d) Update all lighting to LED
    e) Install emergency lights in main library
    f) Install ceiling fans to reduce energy costs
    g) Change outside outlets to GFCI with weatherproof covers
    h) Reroute all cables currently on floor to run through walls and ceiling
    i) Have facility assessed by structural/electrical engineer, building planner expert, and/or technical services expert with a view toward upgrading building for future needs
    j) Install automatic blinds on meeting room windows
    k) Install spotlight for meeting room speakers

2. Maintained ADA facility
    a) Construct ADA parking spots at front entrance with paving and signs
    b) Replace current circulation desk with a more efficient and ADA-compliant desk
    c) Replace flooring throughout the facility
    d) Repaint interior of building
    e) Address gutter situation at front and back doors

Goal 2: Mineral County Library will support learning opportunities

Objectives:
1. Support and expand current reading & literacy programs
2. Meet current and emerging technology literacy needs of patrons
3. Bring to the community opportunities for growth and lifelong learning

KEY INITIATIVES:
1. Support reading & literacy
    a) Continue to enrich and develop SRP program, including expanding programming to teens and adults
    b) Attend school literacy events with AWE tablets for promotion
2. Meet tech needs
    a) Train interested patrons to be tech trainers for computers, VR equipment, and 3D printers, and other emerging technology
    b) Host events highlighting technology such as VR equipment, 3D printer, and NCLabs coding
3. Learning opportunities
    a) Host informational programs for online materials
    b) Use Microgrants in Fall and Spring to offer learning programs
    c) Facilitate development of an astronomy club

Goal 3:   Mineral County Library will support creative arts and expression

Objectives:
1. Create opportunities for showcasing the arts
2. Create programming that encourages creative expression

KEY INITIATIVES:
1. Opportunities
   a) Use Microgrants to bring performers to Hawthorne
   b) Feature local artists
   c) Feature patron collections in monthly showcase
2. Programming
   a) Use Microgrants for developing creative programming
   b) Purchase library materials that support programming
   c) Facilitate development of a community drama club

Goal 4:   Mineral County Library will support current and emerging technology

Objectives:
1. Maintain hardware and replace as needed
2. Enhance Internet services and necessary infrastructure as needed
3. Meet new technology needs

KEY INITIATIVES:
1. Hardware
   a) Upgrade all public (Hawthorne: 7; Mina: 1) & staff (Hawthorne: 4; Mina: 1) computers
      (1) On 6 year cycle: purchase 2 – 3 computers per year; take out of service same number of oldest computers
      (2) 1-2 go to Public Works for county auctions
      (3) 1-2 go to offsite location for emergency backup. Rotate oldest to Friends of the Library for sale when computers are taken out of library use.
      (4) Any computers purchased solely by Friends of the Library go to that agency for sale
      (5) All computers will be "cleaned" by county IT when leaving library use
   b) Install battery backup on all computers

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2. Internet and infrastructure
   a) Upgrade Internet speed and access services in Hawthorne
   b) Update and add electrical wiring and outlets, including non-wall outlets
   c) Enhance ADA compliance of computer lab

3. New technology needs
   a) Upgrade and add technology equipment to computer room and meeting rooms, including:
      ➢ Newer generation computers
      ➢ Smart boards
      ➢ Directional, instructional boards
   b) Provide staff with training and actual technology to be prepared to teach technology literacy to patrons

Goal 5:   Mineral County Library will promote library services and activities

Objectives:
1. Promote all services and activities through Facebook page, website, newspaper articles, posters, flyers, word of mouth, etc.
2. Engage staff members in promotion

KEY INITIATIVES:
1. Promotion
   a) Develop an attractive and patron-friendly website
   b) Design a promotional branding package for the Library that includes logo and/or image, tagline
2. Engage staff
   a) Rotate staff members to be in charge of creating engaging book displays each month
   b) Facilitate staff training in graphic design skills for flyers and posters

Two overriding objectives will inform all 5 goals:
1. Pursue grants that support Mineral County Library
2. Collaborate with any community organization when a reciprocal benefit exists