

# County of Prince Edward Public Library & Archives

# Strategic Plan

**COVID-19 recovery and extension to 2016-2021 plan**

## Mission Statement

Enrich lives by fostering lifelong learning and ensuring that every member of the community has access to a vast array of ideas and resources.

## Vision Statement

The library serves as a gathering place for learning, creation, collaboration, personal development and inspiration.

## Values

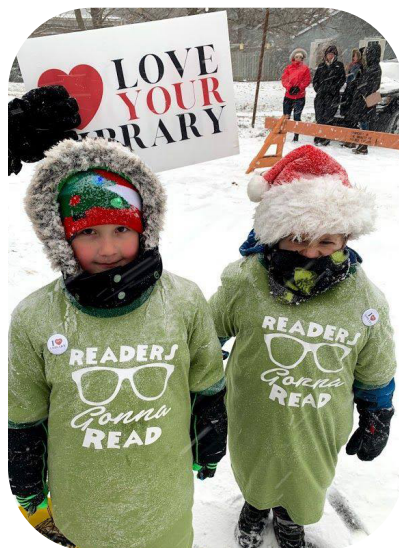
Innovative / Welcoming / Engaged

**#1. Develop branches to accommodate community needs as they grow and change**

**#2. Lead Prince Edward County's passion for reading, personal growth, and learning**

**#3. Reduce barriers for access**

**#4. Foster an organizational culture of innovation**



This document extends the County of Prince Edward Public Library & Archives Strategic Plan 2016-2021.

The library & archives, through the two years of Covid 19 challenges, learned many lessons that inform this document. Through several shutdowns patrons were able to access library and archives materials and services in creative new ways.

This two-year period has had a lasting impact on the institution, the staff and the community the library serves. This document serves as a guide to the library through the recovery phase, recognizing that there may be future waves, and identifies lessons learned while operating through the global pandemic.

The existing strategic goals remain relevant and are addressed in this short-term planning document.

## **#1. Develop branches to accommodate community needs as they grow and change**

- Re-engage with patrons to re-establish routine library visits.
- Conduct focus group sessions in each branch.
- Introduce one new initiative at each branch.
- Work on an extensive plan to promote the expanded Picton branch
- Continue Newcomers group and promote extensively throughout the County
- When possible, make creative use of outdoor space at every branch
- Evaluate programs and services for ongoing sustainability



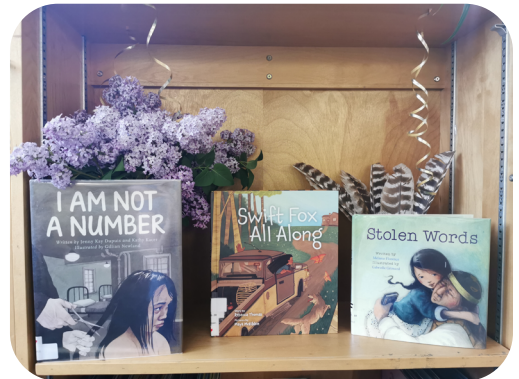
*Picton Branch Library  
construction Spring  
2022*

## **#2. Lead Prince Edward County's passion for reading, personal growth, and learning**

- Review digital collections - explore ways to expand and improve
- Follow up virtual connections with schools with in-person visits. Video conference can be an alternative when inclement weather or other factors make it more practical
- Expand services for teens. Investigate starting a Teen Advisory Board
- Assess all proposed programs to decide whether best held in-person, virtual, or hybrid.
- The Archives will continue to offer virtual appointments and services by email when appropriate

### #3. Reduce barriers for access

- Develop an Inclusion and Diversity statement
- Continue to build the collection to better reflect the changing population, informed by the Diversity Audit
- Work with community groups and agencies to conduct a membership drive
- Explore new ways to promote library services - plan to produce podcasts to expand on the messaging through the weekly newspaper columns
- Provide access to all library services in every branch. Cross train staff to ensure continuous service delivery and move staff with specialized knowledge around the branches.



*Book display  
highlighting Indigenous  
writers*

### #4. Foster an organizational culture of innovation

- Develop strategies to break down organizational silos
- Build resilience and flexibility into program planning
- Adopt a multi-strand approach to realize the full potential of the library as a community builder
- Promote the library as an upbeat and welcoming organization
- Assist staff in transitioning from COVID protocols to greater in-person service and engagement
- Continue weekly Zoom staff meetings to keep staff informed and contributing to planning and problem solving

Over the past two years, the library was able to access authors and lectures that would not have been financially feasible in-person. Our patrons indicated that virtual programs increased accessibility in some cases. Participants noted they missed connecting with other people.

When possible programs should be recorded to be available online. Programs such as Functional Fitness flourished when delivered online.

The closure of the library afforded time for staff to pursue educational opportunities, undertake projects such as a full audit and pursue grant ideas and opportunities. As much as possible time should be reserved for staff to develop ideas and continue to innovate. Working from home for some staff is an option to allow this.