



TOWN OF KITTERY

200 Rogers Road, Kittery, ME 03904

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Library Advisory Committee

February 15, 2024

4:00 PM

Rice Public Library

Community Room

Agenda

1. Directors Report
2. Library Strategic Plan
 - a. Discuss Measures of Progress and Success
 - b. Discuss Table of Contents/Assembly of the Plan Document
3. Next Meeting – March 21, 2024 4PM

Meeting Materials:

- Goals and Objectives w/Staff Recommendations for Measures of Progress

**RICE PUBLIC LIBRARY
STRATEGIC PLANNING
GOALS AND ACTION ITEMS**

Staff suggestions in blue.

1. Lifelong Learning

Provide materials in multiple formats, and opportunities to engage—individually or in groups—in activities that promote learning, curiosity, and literacy.

GOAL: Support the members of the Kittery community to expand their knowledge base, initiate ideas, and make connections through common interests, concerns, needs, and expertise.

ACTION ITEM #1

Provide more opportunities for our community members to learn about diversity and connect.

- DEI goalposts: one diversity-focused program every other month? (Y/N)
- Books in other languages? (How many did we add?)
- Summer ELL classes with Kittery Adult Ed? (Y/N are we hosting them)

ACTION ITEM #2

Explore options for our Maker Space, including creating classes and STEAM learning kits and hands-on activities.

- Did we move from exploring to creating programs? Y/N
 - How many programs were created, and what was the attendance?

ACTION ITEM #3

Create book and discussion groups that create opportunities for community members to meet and connect through ongoing dialogues in a safe and welcoming setting for all.

- Did we do this (Y/N) if so, how many groups did we add and how often do they meet?

2. Community Engagement

Build on the Library's commitment to providing a secure, hospitable environment where all citizens can feel safe, heard, and seen.

GOAL: Provide broadly accessible program opportunities and services that celebrate diverse community interests and needs, and feature voices from within the community.

ACTION ITEM #1

Expand the variety of remote and in-person services to make access equitable for all users.

- Did we develop a plan to add remote service [does this mean for patrons to access on their own at home, or staffed outreach services?] options, and were those plans implemented? Y/N
 - How many patrons (returning and new) were reached?

ACTION ITEM #2

Collaborate with the Kittery Community Center, Kittery School Department, and other local agencies to enhance opportunities for more citizens to participate.

- Did we identify ways to connect with outside agencies to provide programming and services? Y/N
- Did we approach these agencies for opportunities to connect? Y/N
- Did we accept invitations to connect and collaborate if approached by these agencies? Y/N
 - How many programs did we create? How many patrons [new and old] reached?

ACTION ITEM #3

Develop and widely publicize a service schedule to maximize on-site and remote access.

- Did we do this? Y/N
 - How many hours did we add?
 - What was the increase in patron traffic/ collection usage?

ACTION ITEM #4

Develop a plan to make books and materials more accessible to those without access to transportation.

- Did we do this? Y/N

ACTION ITEM #5

Develop partnerships with other programs and entities.

- See Action Item #2 in this section

ACTION ITEM #6

Assess the feasibility of a mobile library/bookmobile program.

- Did we do this? Y/N

ACTION ITEM #7

Partner with the Friends of the Rice Public Library to advance their goals in support of the library.

- Did we assist the Friends in advancing goals beyond the scope of what is currently being offered? Y/N

ACTION ITEM #8

Promote and expand opportunities for volunteerism, through the Town's volunteer portal (discussion groups; book groups; maintaining the gardens; Maker Space programs; IT advice, etc.), in coordination with library staff.

- Did we create opportunities for the volunteer portal?
 - Were these opportunities fulfilled?

ACTION ITEM #9

Assure ongoing opportunities for patrons to initiate programs in coordination with library staff, through the Town's volunteer portal.

- [By 'programs' do we mean 'use of library space by outside groups that are open to the public' or 'patron has a suggestion for a program or offers to give a program on behalf of the library?'] Unsure how to gauge this metric besides a continuous review of patron suggestions.

3. Early Literacy

Provide programs and services to all children, before they enter kindergarten, designed to foster a love of learning and ease the transition to schooling.

GOAL: Promote early literacy. Children 5 and under will have programs and services designed to promote school-ready skills, such as reading, writing, listening, and speaking.

ACTION ITEM #1

Collaborate with the School Department on programs that address the summer reading lag and foster the love of books, such as "1000 Books Before Kindergarten" and the annual Summer Reading Program.

- Did we identify and create opportunities to collaborate with the school department?
- Did we do outreach to each school (including preschools?) How often?
 - How many students/families became library users as a result of this outreach?

ACTION ITEM #2

Add Storytime on one Saturday or one evening per month.

- Did we do this? Y/N

4. Technology

Provide access to education and resources designed to help people adapt to an ever-changing technological landscape.

GOAL: Expand opportunities to support the technological needs of our community.

ACTION ITEM #1

Expand digital resources including streaming video and audiobooks, offered in multiple languages.

- Did we do this? Y/N
 - How many units did we add? How was the budget reallocated to ensure more money for digital over physical media?
 - How much did patron usage increase on our electronic platforms?

ACTION ITEM #2

Initiate a partnership with York County Career Center in Sanford and Kittery Adult Education for on-site job application training, resume writing, and technology assistance.

- Did we initiate this partnership? Y/N
 - How many programs did we host? How many people attended?

ACTION ITEM #3

Expand technology programs and assistance in consideration of evolving platforms, with in-person and virtual learning opportunities that enrich or assist their personal, business, and professional lives.

- Did we explore technological advances, how they can enhance patrons' lives, and how we can incorporate them into what we offer?
 - How many new devices did we add? How often were they used? Did we build any programs around them?