



STRATEGIC PLAN 2022-2026

Table of Contents

Annual Library Report and Census Data

Mission of the Library.....Page 3

Materials Available and Services Offered.....Page 4

Philosophy of Service.....Pages 5,6

Library History.....Pages 7,8

2022-2026 Plans and Objectives.....Pages 9-18

Mission of the Copiague Memorial Public Library

The mission of the Copiague Memorial Public Library is to create lifelong learning opportunities to all members of the community. The Library accomplishes this mission in the following ways:

- By servicing the information and educational needs of the Copiague community so that patrons may achieve personal, educational and professional goals.
- By providing for the cultural and entertainment needs of the Copiague community to enrich the lives and enhance the experience of Library patrons.
- By maintaining a welcoming, comfortable and safe building where members of the community can come together to learn, share and engage.
- The Library strives to advance literacy, celebrate ideas, guide learning and promote the general welfare of community members through its collection of materials, programs, technology and knowledgeable staff.



Materials Available and Services Offered

Adult Programs	Game Times
Art Exhibits	Genealogy Programs
Arts and Crafts Programs	Google Chrome Books
Audio Books	Health and Wellness Programs
Blood Pressure Monitoring	Homebound Materials Delivery
Book Discussion Groups	Library Newsletter and Program Guide
Career Workshops	Library of Things
Children's Programs	Maker Space
Community Information	Meeting Rooms
Computer Workshops	Museum Passes
Concerts	Notary Service
Cultural Programs and Exhibits	Outreach Programs
Discounted Attraction Tickets	Parenting Collection
Document Scanner	Passport Service
Prescription Drug Disposal	Photocopiers
English as a Second Language	Quiet Study Rooms
E-Waste Recycling	Reader's Advisory
Exercise Programs	Senior Citizen Programs
Eyeglass Donation	Tech Help
Faxing Service	Technology Workshops
Family Place Library	Teen and Tween Programs
Film Programs	Wi-Fi Hotspots
Food Donation Drop-Off	Yoga

Philosophy of Service

The Copiague Memorial Public Library is committed to providing quality Library services to all members of the community. To best achieve this, the Library adheres to the following philosophies:

Inclusion: All members of the community should be treated with respect and trust in a welcoming environment.

Intellectual Freedom: The Library believes in the tenets of the American Library Association's Bill of Rights as it pertains to intellectual freedom and the providing of materials and resources to its constituency presenting all points of view on current and historical issues and attempts at censorship of materials should be challenged whenever they arise.

Advancement of Literacy and Lifelong Learning: The Library will actively seek to promote literacy and learning by providing programs, services and resources that advance the general knowledge and welfare of its constituency.

Community Leadership: The Library Director will assume a role of leadership in the community and utilize the Library staff and resources at his disposal to promote the Library, the Libraries role in the community, and ideas and initiatives that reflect the overall philosophies of the Library.

Cost Effective Service: The Library strives to provide important community services to patrons that are convenient, time-saving and cost effective.

Community Outreach and Partnership: The Library Director and staff will engage in outreach endeavors and partnerships with community organizations in order to provide Library services to as wide array of patrons as possible and for the betterment of the Copiague community as a whole.

Advancement of Technology: The Library will use its staff knowledge and financial resources to purchase and promote the latest technology in order to keep patrons apprised of resources available to them in this continuously changing environment.

Library Building as Community Center: The Library strives to be a destination for gathering, learning and enjoyment within the community. To that end, the Library will continue to upgrade and update its facilities in order to provide a safe and welcoming environment for its patrons.

Library Bill of Rights

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.

II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.

III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.

IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.

V. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.

VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

Adopted June 19, 1939. Amended October 14, 1944; June 18, 1948; February 2, 1961; June 27, 1967; and January 23, 1980; inclusion of "age" reaffirmed January 23, 1996, by the ALA Council

Library History

The Copiague Memorial Public Library, originally located in one room at the Great Neck Road Elementary School, opened its doors to the public in 1960 with no books on hand. Volunteers went door to door asking residents for donations and during the first few months over 4,000 books were collected. As the collection continued to grow so did the need for larger quarters. In 1969, the Library took up new residence in the renovated Copiague Fire Department building located on Great Neck Road. The new Library was officially dedicated in October of that year, giving the community a new two-story, 4,500 square foot facility. This facility housed our growing collection, which now comprised over 24,000 items available to 9,500 patrons. By 1973, the Library was serving over 13,000 patrons and the collection had grown to over 35,000.



As the late 1980's approached it became apparent that the Library, continuing to grow at a rapid pace, was again in need of a new home. The community voted on a bond issue in 1987 to build a new library on property owned by the school district. The current Library, which is now located at 50 Deauville Boulevard opened its doors to the public in November 1989 and was officially dedicated in May 1990. In 2010, the Library expanded by an additional 3300 square feet by adding a mezzanine that contains computers, quiet study rooms, a computer lab and a conference room. Today the Library has over 14,500 Library cardholders, schedules over 1000 programs annually and offers dozens of other valuable patron services such as online resources, museum passes, discount tickets, a Maker Space, and a Library of Things.



2022-2026 Plans and Objectives

Facility and Finances

In order to meet the needs of the community and provide effective Library services, the Library will:

- Continue to expand on updates, upgrades, repairs and maintenance throughout the Library building
- Ensure that facilities are accessible, safe, attractive and well-maintained
- Review and update Library policies and procedures as needed
- Regularly assess cleaning and maintenance practices
- Explore energy saving and environmentally friendly upgrades and practices

Facility-Strategic Goals

- Refurbish Technical Services Department with new furniture, carpeting, workstations, and storage solutions
- Replace rooftop HVAC unit
- Install security fencing and shrubbery around electrical transformer in parking lot
- Refurbish lobby with new lighting, walls and display cases
- Replace Adult Room and Circulation service desks
- Refurbish parking lot, including new and expanded energy efficient lighting, examination of alternative, environmentally friendly building and surfacing materials, possible installation of retaining wall to curtail flooding, installation of electric car charging stations
- Auditorium refurbishment, including replacement of floor, stage curtain and movie screen
- Replace front walkway concrete
- Install a community welcome sign in the front of the Library, complete with lighting, masonry and landscaping
- Other upgrades and enhancements as they should arise

Finances-Strategic Goals

- Continue to provide quality resources and services in the most cost-effective manner possible
- Applying for grant funding from local, state and federal officials and agencies
- Seek new sources of revenue through fundraising, partnerships and services

Staff and Customer Service

The Library will continue to provide excellent customer service to its patrons and expand Library services to the community by:

- Continuing to hire and train friendly, knowledgeable and enthusiastic staff in order to engage with the community
- Encourage continuing professional development in order to expand and improve staff skills
- Facilitating communication among various Library departments
- Interact with Library patrons through day-to-day operations, surveys and community group meetings to anticipate and respond to the needs of our patrons and how best to serve them

Staff and Customer Service-Strategic Goals

- Recruit and train a qualified Adult Services Librarian to develop and manage our Outreach Department
- Provide Head of Outreach Department with trained, enthusiastic and knowledgeable staff
- Recognize the changing demographics of the Copiague community and hire qualified bi-lingual staff to promote Library services and meet the needs of our underserved communities
- Recognize the technological needs of the community and hire qualified staff to promote and explore website development, maker space

programs, emerging technologies, social media, digital collections, and statistics and reports on usage

- Cross-train staff members to be able to provide a wide array of services to Library patrons at different service points and in different departments
- Explore new hiring and staffing methodologies, including interns, volunteers, non-traditional civil service titles, outside contractors

Technology

The Library will continue to provide excellent technology resources by:

- Replacing and upgrading computer hardware and software per the schedule outlined in our Technology Plan
- Continuing to offer computer classes and One-on-One Tech Help appointments to promote the development of computer and online skills
- Continuing to evaluate, purchase and promote subscriptions to online databases and resources to further the technological development and knowledge of Library patrons

Technology-Strategic Goals

- Expand the technological expertise of our staff through hiring and training so they may provide current, knowledgeable services in emerging technologies to Library patrons
- Explore the possible benefits of RFID technology in processing, maintaining and checking out Library materials
- Explore the possible benefits of a Copiague Memorial Public Library app that enables patrons to better connect with our online presence and utilize our online resources
- Expand and promote our Library Maker Space, allowing staff to interact directly with patrons and promote traditional and emerging technologies

Community Outreach and Partnership

The Library is committed to expanding its services and reach throughout the community by:

- Staffing and developing a dedicated Outreach Department
- Partner with local, state and federal agencies and representatives in providing services throughout the community
- Participate in the Sustainable Libraries Initiative
- Recognize threats posed by our changing environment and take an active role in disaster planning and preparedness. Partner with the town, state and federal agencies, fire department and ambulance company, and local community groups in forming a Copiague COAD (Community Organizations Active in Disaster)
- Explore new and expand on existing ways to broaden the Library's presence in the community through initiatives such as Story Walks, Little Free Libraries, Library branded promotional giveaways and presence at community events





Sustainable Libraries Initiative

Sustainable Libraries Initiative

The Copiague Memorial Public Library recognizes its responsibility to the community in strengthening existing community partnerships and expanding into new collaborations. The Library also recognizes an opportunity to take an active role in promoting programs, services and practices that are environmentally sound, economically feasible and socially equitable. To this end, the Library will participate in the Sustainable Libraries Initiative's Sustainable Libraries Certification Program (SLCP), which provides library leaders with a tested, structured path forward to increase our commitment to environmental stewardship and social equity. This will allow the Library to forge partnerships with other agencies and align our services with partnering organizations, thus fostering the Library's prominent role in establishing and maintaining a thriving and resilient community.

Youth Services

Early Literacy Development

A crucial part of creating a love for reading in children is when children see people that look like them in a book. The library supports diversity in its collection and in its community.

Early Literacy Development -Strategic Goals

- Expand the Library's foreign language collection, with a focus on Spanish and Polish titles
- Identify other languages spoken within the community and provide materials to patrons in those languages
- Hold Bi-lingual Story Time programs
- Create more inclusive programming by planning Sensory Storytime to accommodate the needs of our neuro-divergent youth community and ASL in Storytime to be inclusive to our hearing impaired patrons
- Continuing to participate in 1000 Books Before Kindergarten initiative
- Continue to promote diversity within the collection to connect the Library with all cultures in our community
- Implement "Baby's First Library Card" and "Toddler's First Library Card" programs in order to encourage patrons to check out materials and go to Library events. Incorporate reading calendars and reading growth charts into these programs to provide consistent use of the Library.

STEAM Education

The STEAM program (Science, Technology, Engineering, the Arts, and Mathematics) promotes learning experiences that allow children to explore, question, research, discover and exercise innovative building skills. Children with these skills develop a better ability for critical thinking and curiosity to encourage them to be lifelong learners and library users.

STEAM Education-Strategic Goals

- Promote STEAM education by using the Library Maker Space to offer programs to teach children coding, robotics, 3D Design and many other STEAM related subjects
- Continue to foster early scientific education by offering STEAM story times and science related hands on programs
- Expand the Library's STEAM Learning Backpack collection

Lifelong Readers

The Library seeks to create Lifelong Readers in the community to promote a love of books and reading at an early age. The Library can achieve this by creating ways to make reading fun and accessible to all patrons.

Lifelong Readers-Strategic Goals

- Participate annually in the Battle of the Books program where children grades 6 – 12 work as a team to win a book trivia competition against the other Suffolk County libraries.
- Expand and promote the Baby's First Book Club program, which encourages children to talk about a chosen book to further comprehend a books theme with fun activities.
- Connect with local businesses and organizations to offer onsite story time programs to their patrons
- Expand scope and promotion of Summer and Winter Reading Clubs to include as many children in the community as possible.
- Expand and promote the Lil' Homebuddies virtual story time program to reach out to families that are unable to get to the library.

Creativity and Imaginative Play

The Library encourages independent learning through problem solving, art and exploration, which enhances reading comprehension and helps children connect ideas and develop imagination skills. Connecting books with art activities helps reinforce themes and assists children in having better understanding of stories and characters.

Creativity and Imaginative Play-Strategic Goals

- Continue to promote art projects to children in the Crafty Station in the Children's Room, continue Little Crafters programs
- Expand Drop-In Crafts and Take and Make Crafts for busy families that are under scheduling restraints
- Incorporate imaginative play toys as we repurchase items for our play area
- Utilize the Maker Space to teach children and families how to use tools and machines such as our Cricut Cutter, sewing machine, mug press, and Ellison Die to create art projects

Inclusion

The Library must remain sensitive to all families' physical, mental and emotional abilities. By incorporating inclusive books, activities and adaptive technology into the Children's Room, we can better assist our patrons and provide the tools for them to better use our Library services.

Inclusion-Strategic Goals

- Incorporate a sensory wall in the Children's Room to accommodate children with different abilities
- Update computers to offer viewing options to the visually impaired
- Post picture communication posters for our autistic and speech impaired community of children
- Purchase board books that include braille within the text
- Purchase items in the Library of Things collection directed at sensory development, physical disability and mental health in children
- Expand parenting collection to reach out to parents in the areas of mental health, sexuality and child development

Outreach

The Library demonstrates its value by engaging in outreach services in the community. It is essential that the library reaches out to gather information regarding community needs so we can serve them efficiently. Outreach also provides us the opportunity to promote library events and services.

Outreach-Strategic Goals

- Continue to work with public schools to promote library services and run programs on site
- Purchase materials to support school curriculum
- Work with individual teachers to organize class visits and include activities to support their current lesson
- Continue story time programs with local Head Start and Preschools
- Attend PTA meetings, work with the PTA to support and help create a successful PARP (Parents as Reading Partners) program
- Attend kindergarten registration to facilitate children getting library cards before they begin school
- Offer live tutoring and homework help via the Library website
- Subscribe to online databases that will assist parents of school age children with homework, instruction or homeschooling
- Reach out to local scout troops to engage in projects at the Library that will allow them to earn credit towards their badges



50 Deauville Blvd. Copiague, NY, 11726 – 631-691-1111

Board of Trustees

Edward I. Mutchnick – President

Christopher R. O'Connell – Vice President

Joanne C. Kirshner – Secretary/Treasurer

Eileen M. O'Connell – Trustee

Heather Sattler – Trustee

Director

Kenneth S. Miller

Business Manager

Mary Ann Friend