



2025-2029

Long Range Plan

West Babylon Public Library

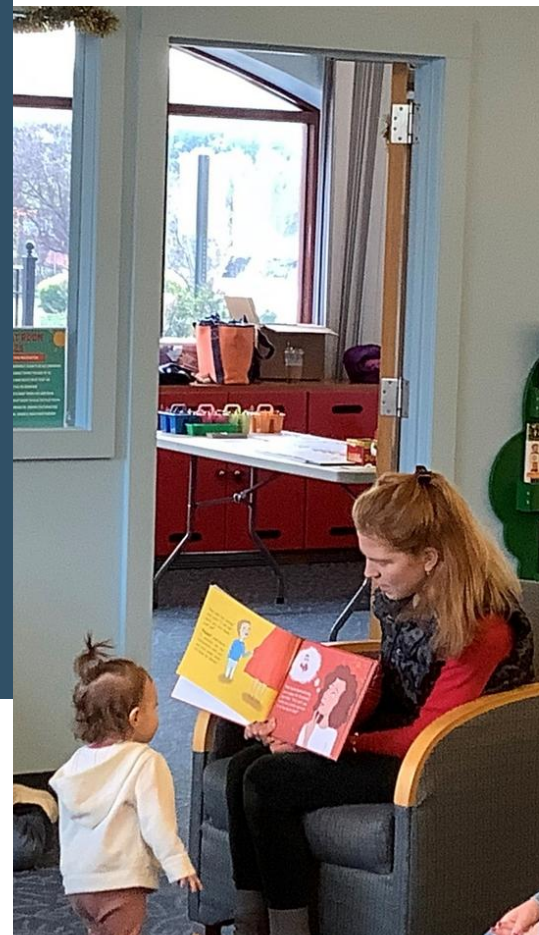


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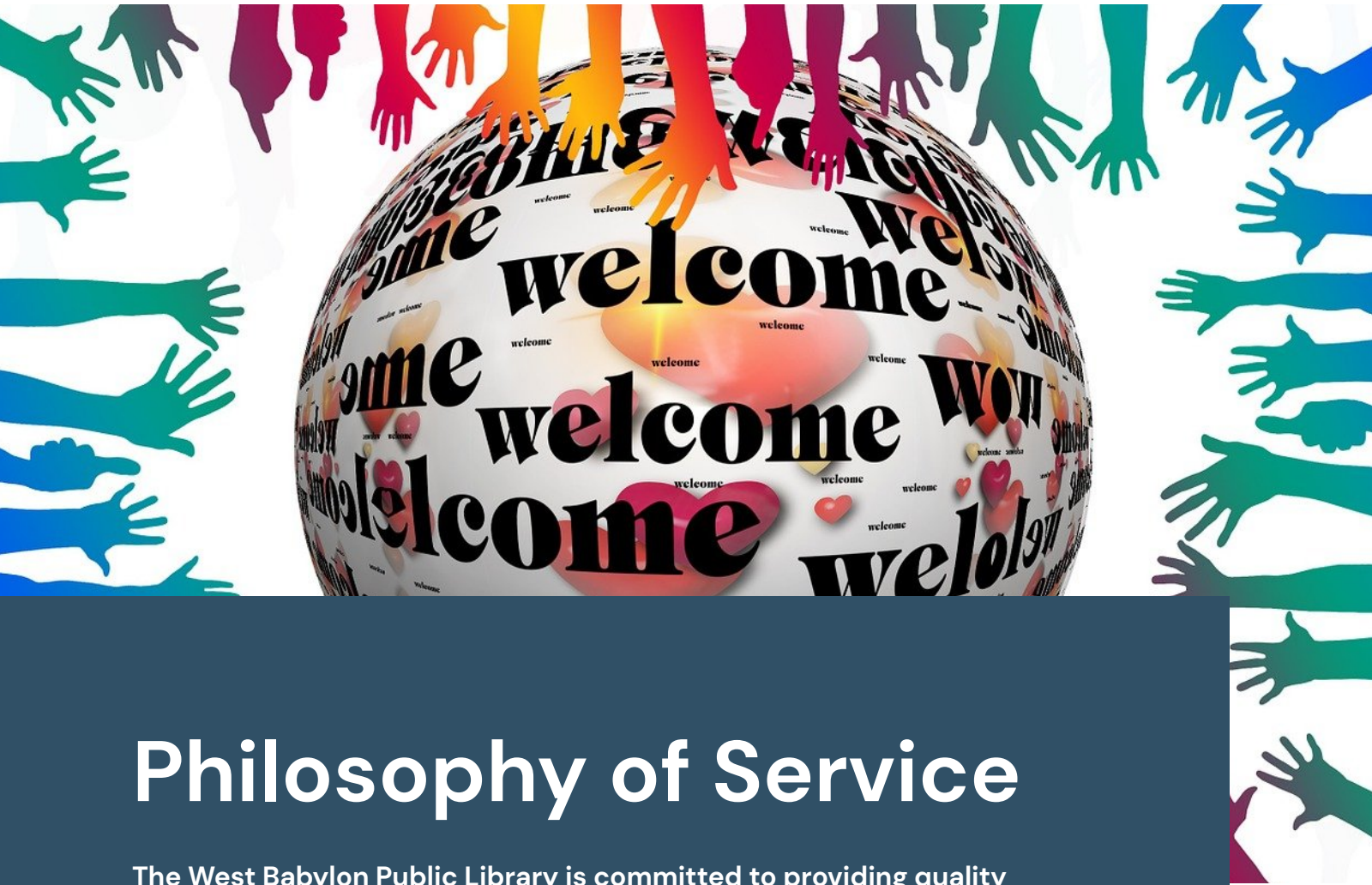


History and Mission Statement

In 1981, a group of thirteen community members, “The Original Thirteen,” came together with a shared mission of creating a public library in West Babylon. Four prior attempts, in 1962, 1967, 1968 and 1973 had failed. “The Original Thirteen” established themselves as The Friends of the West Babylon Library, visiting neighboring libraries to observe how they operated and meeting with the Director of the Suffolk Cooperative Library System for guidance. The Friends solicited memberships in their new group for a fee of one dollar, asking for a commitment to vote “yes” on the proposed library and over one thousand residents joined. One of their popular promotional items was a T-shirt with a picture of Big Bird and the message, “Don’t follow me... I’m looking for the West Babylon Library!”

A vacant commercial building was located and purchased and, for the next six months, volunteers worked day and night, clearing, cleaning and preparing the building. Five of “The Original Thirteen” were installed as the new Library’s first Board of Trustees and a director was hired. On September 11, 1983, The West Babylon Public Library opened its doors, with a staff of eleven employees and a service area of less than six thousand patrons.

The West Babylon Public Library provides resources to help persons of all ages in connecting with the information needed in order to achieve personal, educational and professional goals. The Library enhances the community with its collection of materials, technology, programs and staff expertise. The Library strives to advance literacy, celebrate ideas, guide learning and connect people in accessible, functional and attractive surroundings.



Philosophy of Service

The West Babylon Public Library is committed to providing quality library service. To best achieve this, the Library follows these philosophies:

- Commitment to intellectual freedom. Individuals are responsible for making their own choices regarding appropriateness of materials, and parents/guardians are responsible for the choices they make for their children within the limits of the law.
- Representation and respect for diversity in its collections, programs and services.
- Commitment to supporting formal and informal education and cultivating lifelong learning.
- Commitment to providing library services cost effectively.
- Use of technology to achieve greater accessibility to information and provide effective service. Commitment to offering training and educational opportunities in the use of new technologies.
- Commitment to maintaining and developing cooperative relationships and partnerships with community organizations.

Existing Services

The Library currently offers, but is not limited to, the following services:



- Adaptive Technology
- Adult, Children's and Tween/Teen Programs
- All Abilities Craft Cart
- Art Exhibits and Gallery Space
- Author Talks
- Bicycle Locks and Repair Supplies
- Blind and Disabled Services
- Blood Pressure Monitoring
- Book Discussion Groups
- Career Workshops and Resources
- Circulating Laptops and Wifi Hotspots
- Collection Boxes for Non-Profit Organizations
- Community Information
- Concerts
- E-Books and Audio Books
- Exam Proctoring
- Exercise Programs
- Faxing Service
- Family Place Library and Parenting Collection
- Friday Films
- Genealogy Resources
- Home Connect Materials Delivery
- In-House STEAM Kits
- International Language Learning Database
- Library Newsletter
- Library of Things
- Literacy Programs
- Makerspace
- Media Preservation and Conversion Equipment
- Meeting Rooms and Outside Play Area
- Museum Passes, Beach Passes and Discount Tickets
- New Baby Packets
- Online Resources and Services
- Outreach Programs
- Preschool/Kindergarten Readiness and School Visits
- Reading Programs and Readers' Advisory
- Seed Library
- Self-Checkout Stations
- Social Work Intern
- Study Rooms and Privacy Pods
- Sustainable Library Certification
- Technology Workshops

Access and Outreach



Lifelong Learning

The Library will enhance existing services and develop new ways of supporting self-directed personal growth and development opportunities by:

- Continuing to update resources to meet the informational needs of the diverse populations within the community.
- Providing group and individual training in electronic services and basic computer skills.
- Supplementing and complementing print and non-print collections with electronic resources.
- Providing remote access to the Library's resources.
- Loaning laptops and wifi hotpots to patrons for remote Internet access.
- Continuing to expand the adult learner collection and services.
- Providing opportunities that encourage the development of life-long library users.
- Providing museum passes and discount attraction tickets.

Community Involvement

The Library will continue to reach out to the community through activities such as:

- Collaboration with the West Babylon Public Schools on projects and initiatives.
- Attending Career Day and other school district events.
- Maintaining contact with local government officials.
- Continuing to host SCPD First Precinct meetings.
- Strengthening the Library's commitment to public relations and marketing efforts.
- Sending Library staff to community meetings and events whenever possible.
- Partnering with local institutions and organizations to provide programs and services to a diverse population.
- Offering community service opportunities to help fulfill requirements for Junior National Honor Society and National Honor Society membership.



Patron Awareness



The Library will continue to develop and implement outreach services designed to bring in new patrons and inform our current library patrons of programs and services by:

- Developing Library information in languages other than English to communicate with a diversified community.
- Continuing to review our foreign language print and non-print collection.
- Offering New English Language Learner classes.
- Conducting periodic surveys of changes in the community to determine patron needs.

The Library will continue to develop services and programs for differently-abled patrons by:

- Providing access to resources with adaptive technology.
- Maintaining services for the homebound.
- Maintaining an accessible website.
- Providing appropriate accommodations for all.

The Library will continue to develop and market programs and services to remote users by:

- Periodically evaluating access and ease of use of the Library's website and databases.
- Offering virtual programs and online program registration.
- Offering online library card sign-up.
- Utilizing social media and traditional outlets to maximize program attendance to a diverse community and increase awareness of resources and services.
- Offering "print from anywhere" service.
- Continuing to offer e-books and Roku sticks with streaming access and movies.

The Library will continue to meet the needs of our senior population by:

- Providing programs for lifelong learning.
- Partnering with local and government organizations to provide senior services and informational programs.

Collection Development

The West Babylon Public Library collects materials, in a variety of popular formats, which support its function as an information hub and community center. The collection also serves the popular and recreational needs of the West Babylon community and strives to reflect the racial, ethnic and cultural diversity of the community. The Library will continue developing the collection in accordance with the following criteria:

- Patron use is the most powerful influence on the Library's collection.
- Circulation, customer purchase requests and hold levels will be closely monitored, triggering the purchase of new items and additional copies of high demand items.
- In addition to customer demand, selections will be made to provide depth and diversity of viewpoints to the existing collection.
- Access to materials is improved through reorganization and weeding the collection as necessary.
- The Library will also continue to develop the Library of Things collection and explore other non-traditional collections.



Customer Service and Staffing

Customer Service

The Library will strive to provide excellence in customer service to meet the needs of all community members by:

- Demonstrating a proactive approach to customer relations by engaging with people, anticipating needs, and responding in an efficient, positive manner.
- Continuing to train staff to provide quality customer service.
- Conducting surveys to focus on the needs of the community.

Staffing

The Library will maintain the quality of service delivered to the community by:

- Recruiting qualified individuals who demonstrate enthusiasm, dedication, and strong communication and inter-personal skills.
- Facilitating communication among departments.
- Creating and enhancing a positive organizational culture that maximizes staff resources and builds on individual and collective strengths.
- Encouraging continuing professional education to expand and improve skills.
- Ensuring that staff cross-training occurs on an ongoing basis in order to provide service continuity for programs, activities and services at a highly proficient level.
- Fostering participation in professional organizations.
- Continuing to offer the BOCES Employee Assistance Program for staff.
- Reviewing and updating policies.

Facility and Finances



Facility Planning

In order to meet the needs of our expanding and changing community and to provide library service as effectively as possible, the Library will:

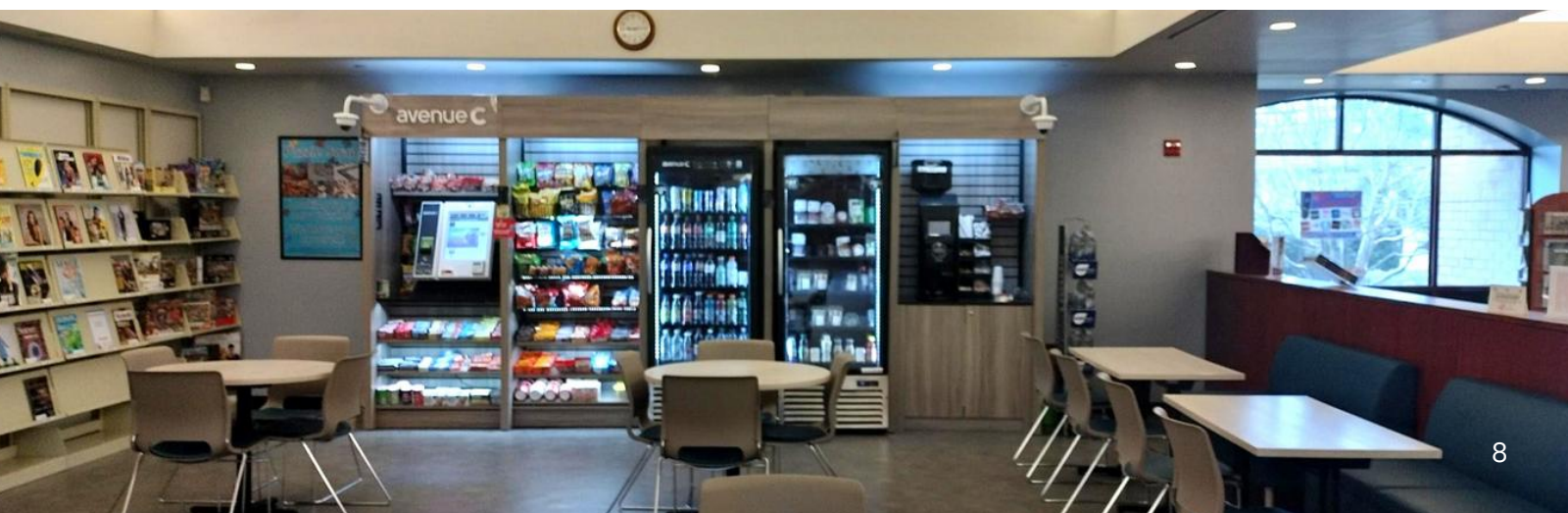
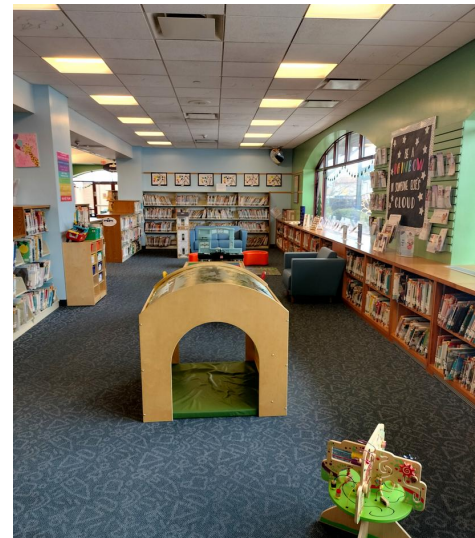
- Continue to follow the recommendations for repairs/maintenance from the Library's Comprehensive Building Assessment.
- Ensure that the facilities are accessible, safe and well-maintained.
- Review and update library policies.
- Regularly assess maintenance and cleaning practices.
- Plan and budget for furniture upgrades and improvements.
- Explore energy saving and environmentally friendly upgrades and practices.

Facility Goals

- LED lighting retrofit project.
- Upgrade older security cameras.
- Replace single-paned windows with energy efficient windows.
- Repave parking lots.
- Upgrade AV system in Community Room.

Finances

The Library will continue to provide high-quality resources and services in the most efficient and cost-effective manner possible and will attempt to secure new sources of non-tax-based financial support by continuing to apply for grant funding and engaging in cooperative purchasing.





Technology

The Library will continue to provide excellent technology resources by:

- Replacing/upgrading computer hardware/software as per the schedule outlined in our Technology Plan.
- Continuing to offer circulating laptops, wifi hotspots, Technology Tutor services, Computer Skills Learning kits and technology workshops.
- Continuing to offer digitization/preservation equipment, including a free Book Scan station.
- Continuing to purchase electronic items for Library of Things collection.
- Continuing to create and offer technology tutorials on Niche Academy.
- Providing staff technology training.



Youth Services

Early Literacy Development

The Library recognizes that the development of language and literacy skills begins at birth and is committed to helping children achieve their greatest potential by:

- Maintaining Family Place Library status by providing Family Place Library services including two Parent-Child workshops per year.
- Participating in the *1000 Books Before Kindergarten* program.
- Offering a Parenting collection, covering every aspect of child-rearing and parenting and Parenting workshops.
- Offering the *Card Your Baby* kit for newborns.
- Conducting a Preschool and Activity Fair to connect parents to local representatives.
- Offering kindergarten readiness programs.



Formal Learning Support

The Library will support the goals of the West Babylon Public Schools and homeschoolers by:

- Purchasing material to support the school curriculum.
- Offering a live, real-time tutoring and homework help database.
- Maintaining and developing contact with school media specialists, literacy providers and other education professionals.
- Visiting area schools and hosting class visits to the Library.
- Facilitating library card registration through the schools.
- Promoting resources at PTA meetings.
- Providing resources for educational professionals.
- Providing website resources for homeschoolers.



Lifelong Readers

The Library will strive to create lifelong readers by:

- Continuing to offer a wide variety of storytime programs.
- Continuing to offer Summer and Winter Reading programs and attempting to increase participation.
- Continuing to offer reading incentive programs for multiple age levels
- Continuing to participate in the county-wide *Battle of the Books* program.
- Creating bibliographies, read-alike lists and engaging book displays.
- Offering book discussions and book-related programs.



Information Literacy

Information Literacy – the ability to know when information is needed and to identify, locate, evaluate and effectively use it, is a critical 21st Century skill. The Library is committed to helping youth develop this skill by:

- Offering high-quality databases and print resources with accurate and factual content.
 - Providing research and reference assistance.
-
- Providing community and health information for Young Adults on our website and in print.
 - Presenting to school district classes on research databases and citations.

STEAM Education

The Library will provide opportunities for STEAM (Science, Technology, Engineering, Art, and Math) education by:

- Providing a Makerspace with technology equipment.
- Offering hands-on Makerspace programs.
- Offering STEAM programs, including *Science Buddies*.
- Circulating STEAM kits.
- Offering STEAM kits for in-library use.



Fostering Creativity and Imagination



The Library will encourage creative expression by:

- Offering a variety of art, crafts, drama, music and other programs.
- Providing carts stocked with craft supplies in the Children's and Young Adult departments.
- Providing an Art wall, Lego wall, interactive displays and Construction Clubs.
- Providing a variety of engaging toys in the Children's room.
- Continuing to develop in-house and circulating STEAM kits with Art and Music themes.
- Continuing to purchase items that encourage creativity for the Library of Things collection.

FACTS & FIGURES SNAPSHOT: WEST BABYLON COMMUNITY



POPULATION

43,213

MEDIAN AGE

40.8 YEARS



MEDIAN HOUSEHOLD
INCOME

\$127,785



LANGUAGE OTHER THAN
ENGLISH SPOKEN AT
HOME

21.5%



EMPLOYMENT RATE

65.4%



HOME OWNERSHIP RATE

65.4%



BACHELOR'S DEGREE OR
HIGHER

32.2%

Facts & Figures Snapshot: West Babylon Public Library

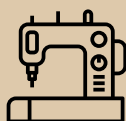


**31 MUSEUM PASSES
CHECKED OUT 1025 TIMES**



WIRELESS SESSIONS

15,532



ITEMS CIRCULATED

133,048



**ANNUAL HOURS OPEN
3132**



**LIBRARY VISITS
93,340**



REGISTERED BORROWERS

12,003



REFERENCE TRANSACTIONS

10,048



PROGRAM ATTENDANCE

16,815



(Seated, from left): Andrea McGurk, Kathryn Gambill
(Standing, from left): Maeghan Lollo, Rachel Scelfo, Jolene Siena

