

RESOLUTION NO. 92-11-17

**A RESOLUTION OF THE TOWN COMMISSION OF
THE TOWN OF LAKE PARK, FLORIDA
APPROVING AN ANNUAL PLAN OF SERVICE FOR
THE TOWN'S LIBRARY.**

WHEREAS, effective July 1, 2003 the Florida Legislature amended Chapter 257 F.S. to allow municipalities to apply for funding from the State Aid to Libraries program; and

WHEREAS, in order to meet the eligibility requirements for application to the State Aid to Libraries Grant program, the Town Commission is required to have adopted an approved annual plan of service for the operation of its library; and

WHEREAS, the Commission is also required to provide the state of Florida certain certifications.

NOW, THEREFORE, BE IT RESOLVED BY THE COMMISSION OF THE TOWN OF LAKE PARK, FLORIDA THAT;

- Section 1. The Town of Lake Park, Florida is an eligible municipality.
- Section 2. The Town of Lake Park is the single library administrative unit.
- Section 3. The Commission of the Town of Lake Park is the designated governing body responsible for providing library services to the residents of the Town.
- Section 4. The Commission has approved its Library Annual Plan of Service for 2018 on behalf of Lake Park Public Library. The approved 2018 Plan is attached hereto and incorporated herein as Exhibit "A". .
- Section 5. The Commission of the Town of Lake Park, Florida hereby authorizes the Town Manager to transmit this resolution and the approved 2018 Library Annual Plan of Service along with the Town's application for grant funding to the appropriate state agency.
- Section 6. This Resolution shall become effective immediately upon execution.

The foregoing Resolution was offered by Commissioner Lynch who moved its adoption. The motion was seconded by Commissioner Michaud and upon being put to a roll call vote, the vote was as follows:

	AYE	NAY
MAYOR MICHAEL O'ROURKE	— / —	—
VICE-MAYOR KIMBERLY GLAS-CASTRO	— / —	—
COMMISSIONER ERIN FLAHERTY	— / —	—
COMMISSIONER ANNE LYNCH	— / —	—
COMMISSIONER ROGER MICHAUD	— / —	—

The Town Commission thereupon declared the foregoing Resolution NO. 92-11-17 duly passed and adopted this 15 day of November, 2017.

TOWN OF LAKE PARK, FLORIDA

BY: 
 MICHAEL O'ROURKE
 MAYOR

ATTEST:


 VIVIAN MENDEZ
 TOWN CLERK



Approved as to form and legal sufficiency:


BY: 
 THOMAS J. BAIRD
 TOWN ATTORNEY

EXHIBIT "A"

Lake Park Public Library Annual Plan Of Service 2018



Activities & Events

- Continue public recognition of Library partners and community supporters.
- Expand Outreach activities to new areas.
- Expand Library's presence in more community events.
- Increase the number of Library partners and outreach programs.
- Continue promoting community participation by way of related public workshops and discussions.
- Explore adding outdoor events in Town locations sponsored by the Library.
- Continue to actively seek feedback through promotion of suggestion box and online surveys.
- Continue to expand programs and services within the library that include assisting residents with their business needs.

Collection Development

- Continue investigating new and more user friendly methods of searching the collection.
- Seek out innovative collection design that encourages user browsing of our collection.
- Research user preferences utilizing surveys, advisory groups and circulation statistic reports.
- Continue creating genre sections or zones for more popular subject matter.
- Expand general collection with a wider variety of media adapting for emerging technology.
- Expand multilingual fiction and early literacy materials.

Educational Services

- Continue expanding children's reading and story time events as the needs of the community grow.
- Continue partnering with local schools for library and community programs.
- Continue promoting READ poster program to community stakeholders.
- Provide basic technology seminars to assist users in optimum use of their devices.
- Continue partnerships for programs that promote literacy.
- Create unique learning experiences for youth and adults.
- Continue nurturing learning-centered activity within the library with additional online resources.
- Continue weekly computer classes for the public by utilizing volunteers as guest instructors.
- Create new learning opportunities for the public to explore new technologies.

Facilities

- Continue redesign and refurbishing of main area.
- Explore expanding operational hours.
- Increase use of mobile circulation.
- Continue to investigate innovative solutions to address the variety of transport vehicles patrons use to visit the library.
- Continue to explore adding "*technology zones*" that provides users with more options for online access and connectivity.

Marketing

- Continue marketing of Library programs and services by utilizing new as well as traditional media methods.
- Continue to revamp Library's web page and investigate new methods by which to engage online users.
- Continue utilizing cost-effective methods for producing library publications such as calendars and brochures.
- Explore new, emerging marketing methods

Staffing

- Ensure that staff receives training on all new software and hardware as well as refresher courses on current programs.
- Increase staffing as funding becomes available to bring staffing to enhanced standard levels.

Technology

- Complete new automation solutions for staff as well as users
- Continue to seek a biometric-based card-optional system that best serves our users.
- Complete first phase of conversion to RFID system.
- Purchase additional digital media browsing kiosks.
- Add additional tablets for patron assistance and other tasks.
- Complete first phase of RFID user-centered services such as self-check-out and e-registration for library programs.
- Initiate offsite book and media lending kiosks program
- Initiate program for onsite laptop lending kiosks for users