

RESOLUTION NO. 75-11-18

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

WHEREAS, effective July 1, 2003 the Florida Legislature amended Chapter 257 Florida Statutes to allow application for State Aid to Libraries Grant Funding by municipalities;
and

WHEREAS, in order to meet the requirements for application for State Aid to Libraries Grant Funding, the Town of Lake Park is required to approve the Library's Annual Plan of Service and make the following certifications provided herein;

**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 political subdivision.
- 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 to provide library services.
- Section 4. Attached hereto is Exhibit "A", The Library Annual Plan of Service for 2019 on behalf of Lake Park Public Library as hereby approved by the Commission of the Town of Lake Park.
- Section 5. The Commission of the Town of Lake Park, Florida hereby authorizes the Mayor and Town Clerk to approve the Library's Annual Plan of Service.
- Section 6. This Resolution shall become effective immediately upon adoption.

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

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

The Town Commission thereupon declared the foregoing Resolution NO. 75-11-18 duly passed and adopted this 7 day of November, 2018.

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"

Your Neighborhood Library



Our Vision

To cultivate and foster in the community an enthusiasm for knowledge and an atmosphere that promotes lifelong learning

Our Motto

This is where education continues after school ends; where readers are grown from the time they are young; and where doors are open for everyone. This is YOUR library.

Our Mission

To promote knowledge and preservation of information; make available materials which aid in the pursuit of education, information, research and recreation; and provide the community with skilled guidance in navigating all information to fulfill knowledge needs.

Annual Plan of Service – 2019

Activities & Events

- Expand public recognition programs for 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.
- 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.
- Schedule at least one special program focusing on parents reading skills and family literacy time
- Schedule four family programs focusing on the visual and performing arts.
- Schedule the annual music concert.
- Present a program sponsored by a local technology guru.
- Continue sponsoring local artists exhibits including at least one youth-only exhibit
- Create a single program focusing on the natural sciences for students
- Schedule the annual series on personal finance and money management issues for both youth and adults
- Continue annual Back to School Bash in cooperation with other community groups
- Schedule at least one specialized computer class for both adults and youth each month

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 beyond Arabic, Kreyol and French selections
- Increase use of mobile circulation.

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.
- Focus on school readiness and early literacy
- 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.
- Create new learning opportunities for the public to explore new technologies.
- Expand after school programs
- Create and schedule a "Local Expert Showcase" featuring a new local expert each month to speak

Facilities

- Explore expanding operational hours.
- Continue to investigate 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.
- Create a committee to draft and implement a facilities planning proposal for funding a building /facilities improvement feasibility study.

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.
- Increase training opportunities
- Incorporate team-based workflow
- Establish standards for customer service
- Update needs assessment
- Adopt minimal standards of technical proficiency for all current library positions and achieve those levels by the end of FY 2018-19

Marketing

- Continue marketing of Library programs and services by utilizing new as well as traditional media methods.
- Create Continue utilizing cost-effective methods for producing library publications such as calendars and brochures.
- Explore new, emerging marketing methods
- The library will conduct at least one survey of users to assess effectiveness and satisfaction with our services
- Implement at least half or all of the recommendations proposed in the 2017-18 usability report
- Library policies and annual reports spanning several years, will be available from the Library's web page
- Hold a joint workshop with the Advisory, Library Boards and Friends Group to discuss short term and long term fundraising strategies
- Host the annual Library Volunteers and Supporters appreciation event

Technology

- Expand new automation solutions for staff as well as users
- Complete biometric-based card-optional system and combine with digital card.
- Complete navigation to wireless printing.
- Initiate offsite book and media lending kiosks program
- Complete navigation from SirsiDynix ILS to open source Koha maintained
- Complete navigation to E-Cloud-Library for expanded content to users.
- Schedule a library technology session for school aged youth on the use of online resources and how to use.
- Create a catalog of programs created specifically for Technology innovation
- Add two more informational databases for public access from our web page
- Work cooperatively with the Town Historic Society to navigate the Society's digital records to the Library's website