

Cattaraugus Free Library Five-Year Long-Range Plan

MISSION STATEMENT

The mission of the Cattaraugus Free Library is to enrich the lives of the community members by serving as the primary source of information and materials, in both traditional and innovative methods. The library will continue to offer impartial and inclusive access to materials, equipment, services and programs in order to encourage literacy and lifelong learning.

VISION STATEMENT

The Cattaraugus Free Library will be the recognized source of knowledge and information, a place to gather and discuss, and steadfastly encourage reading. The library will offer a full spectrum of services, materials and programming to support the changing needs of the community. The library is committed to leading cooperative efforts with the town, school and local organizations and being the gateway to lifelong learning for generations to come.

CORE VALUES

1. To be a warm and welcoming place for community members to gather
2. To be actively engaged in the life of the community
3. To employ a collaborative, creative, and positive staff focused on library users' interests and needs
4. To being good stewards of the Cattaraugus Free Library's financial and material resources
5. To ensure ready, equal, and equitable access to library materials
6. To protecting confidentiality of library patron's records
7. To championing everyone's right to intellectual freedom

GOALS

The general library goals of the Cattaraugus Free Library shall be:

1. To serve all residents of the community and the surrounding region.
2. To acquire and make available to all residents of the above area such books, periodicals, pamphlets, and other services as will address their needs to:
 - become well informed
 - locates answers to important questions
 - cultivates the imagination and creative expression
 - develops skills for career and vocational advancement
 - enjoy leisure by means of reading and other media services
3. To acquire the means to provide the most frequently requested material locally and upon demand
4. To maintain a program of service which locates information, guides reading, organizes and interprets material for people of various backgrounds, and stimulates thinking and intellectual development in individuals of any age.
5. To strive consistently to discover new methods and improvements for better service for the library's customers.
6. To review regularly these goals of the Cattaraugus Free Library and, if necessary, revise them in the light of new developments

Five Year Plan

1. **Facility** – to create an environment to promote access and ease of use for our community
 - To complete the elevator project for easier access to both levels in the library for our patrons and employees
 - To add a second handicap bathroom in the second story
 - To add a kitchenette for our patrons and employees use

- To make the backroom in the downstairs into an employee only space for the employees use
- Continuously evaluate the facility for needed upgrades, improvements, and the safety and security needs of the library
- Complete a policy review every five years as recommended by New York State for public libraries
- Keep policies up to date both physically and virtually for access by staff and patrons

2. Collection – To provide and promote a quality collection to support the needs and interests of the community

- Continue to expand the library collection
- To make contemporary materials available keeping users up to date with current literature, films and other topics of interest
- To weed the collection on a regular basis to eliminate outdated or damaged materials
- Create physical and virtual displays of materials to pique patron awareness of the collection
- To promote the library collection
- To expand access to historical and genealogical resources

3. Collaborations – To foster partnerships with other community organizations to expand library services and programs

- Promote collaborative activities with businesses, churches, civic organizations, governments and schools
- Offer workshops and programs on topics of community interest
- Explore the creation of or participation in a community calendar for local events published in one location
- Increase outreach to seniors and individuals with limited access to community services

4. Information – The library is an important link to information within the community

- Reach audiences with various modes of communication
- Create/distribute a brochure to connect residents to library services
- Explore ways to increase the libraries social media presence
- Create library branding to promote consistency and recognizably in library advertising

5. Development – The library seeks to improve and expand itself to meet community needs

- Promote library values in our community
- Organize and arrange presentations by the library representatives to community groups
- Plan outreach activities to coordinate with community events
- Maintain a fiscally strong library
- Provide staff and board members with opportunities for continued education
- To find out what the community needs and how to provide it

Adopted by the Cattaraugus Free Library Board of Trustees on May 27, 2026