

Mission Statement

The mission of the William B. Ogden Free Library is to enrich the literary and cultural lives of our community members, and to preserve the integrity of the historic structure of the William B. Ogden Free Library.

1. Facility

The library creates an environment to promote access and ease of use for the community.

- Provide accessibility to library materials, resources, and events
 - Install a circulation desk that is ADA compliant
 - Provide and maintain wayfaring signage for easier accessibility of resources by patrons
 - Replace/upgrade existing elevette to meet ADA compliance
 - Address the ADA upgrades needed on the threshold of the Gardiner Street door.
 - Maintain street-to-sidewalk bluestone for ADA accessibility.
- Evaluate the facility for needed upgrades and improvements
 - Conduct a Building Condition Survey every five years
- Evaluate the safety and security needs of the library
 - Install a fire protection (sprinkler) system for the stairway, and rooms on the upper level
 - Address the need for safe emergency egress on the third floor
- Complete the compilation of policies recommended by NYS for public libraries.
 - Review policies every five years.
 - Keep policies up-to-date both physically and virtually for access by staff and patrons

2. Collections

The library provides and promotes a quality collection to support the needs and interests of the community.

- Expand the breadth of the library collection
 - Continue to make contemporary materials available, keeping users up to date with current literature, films, and other topics of interest.
 - Weed the collection on a regular basis to eliminate out dated and damaged materials and to provide shelving space for new items
- Be deliberate in promoting the library collection
 - Create physical and virtual displays of materials to pique patron awareness of the collection

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- Expand access to historical and genealogical resources
 - Convert past issue of The Reporter to electronic format on a yearly basis
 - Investigate the feasibility of converting other local history materials into electronic format.

3. Collaborations

The library fosters 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
 - Continue to develop and implement partnerships to assist teachers, parents, and children.
 - Explore the creation of or participation in a community calendar for local events published in one location
- Understand and serve the needs of underserved areas and populations
 - Increase outreach to seniors and individuals with limited access to community services.
 - Promote cultural awareness programs

4. Information

The library is an important link to information within a multigenerational community.

- Reach audiences with various modes of communication
 - Create/distribute a welcome brochure to local real estate agencies to connect new residents to library service.
 - Establish a baseline measurement of the reach of current marketing efforts
 - Explore ways to increase the library's social media presence
 - Create library branding to promote consistency and recognizability in library advertising
 - Explore ways to have a library presence on Main Street

5. Development

The library seeks to improve and expand itself to meet community need.

- Promote library value in our community
 - Organize and arrange presentations by library representatives to community groups
 - Plan outreach activities to coordinate with community events
 - Expand the reach of the library's annual report to the community

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- Establish a strong membership of trustees and committee volunteers
 - Develop on-boarding procedures and curriculum
 - Conduct an annual board self-assessment to highlight areas of excellence and opportunities for improvement
 - Provide staff and board members with opportunities for continued education

Adopted January 31, 2023