



Kling Memorial **LIBRARY**

Long Range Plan **2024 - 2029**



Adopted
NOVEMBER 2024

Library Profile

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The Kling Memorial Library's daily operations are overseen by the Library Director under the direction of the Board of Trustees. The library staff is comprised of three full time and two part time employees. The library is open 41 hours per week, 52 weeks each year. The Kling Memorial Library has 3,013 registered cardholders and circulates over 26,000 materials a year. As of June 30, 2024 the library's collection contains 24,504 items consisting of books, videos, audiobooks, periodicals, games, puzzles, puppets and other speciality items such as museum passes and recreation items in our library of things collection. On average, the library holds 30 programs each month including, six adult programs for those 18 years old and older, eight teen programs for ages twelve to seventeen, and 16 programs for children ages birth to eleven. Last year over 22,400 community members passed through our doors.

The Kling Memorial Library accomplished 72% of the goals and objectives set forth in our Long Range Plan issued in 2019. In the five years the last plan spanned, we have updated our library website which is mobile friendly, established a Teen Advisory Board and renovated the Teen Corner of the library, introduced a little free pantry and installed a corresponding food and beverage station within the building. The library also worked to expand programming for all ages with an emphasis on STEAM programs and events that build community among our members; all while maintaining the excellence in customer service valued by our patrons. We expanded library services to include being a U.S. Passport Acceptance Facility in 2020. And in 2023 the library became a fine free library, eliminating all fines on overdue materials.

The Planning Process

In October 2023, the Kling Memorial Library Board of Trustees initiated the strategic planning process to update our long range plan. The purpose of which is to plan relevant programs and services that meet the needs of the residents of Grundy Center and the contracting community of Holland.

Throughout the months of October and November, residents of Grundy Center and Holland had the opportunity to complete a fourteen question survey about the Kling Memorial Library and the programs and services it offers. The survey results, which were compiled by library staff, highlighted

areas of success within the library and pinpointed those areas that need development. The results were presented to the library board and along with suggested service priorities, which were then finalized.

Library staff developed a set of 8 goals derived from the service priorities as they pertain to four focus areas: the library facility, public services, community partnerships, and library staff. The library director developed detailed strategies and objectives for each goal within the four focus areas, creating a framework to effectively measure and evaluate the library's progress towards achievement. The library board reviewed the objectives along the way and approved the final plan.

Community

Grundy Center was incorporated on April 17, 1877, and was named after Felix Grundy, a congressman, senator, and former U.S. Attorney General from Tennessee. Located in north central Iowa amidst prime farmland, Grundy Center is conveniently situated between the larger communities of Cedar Falls to the northeast and Marshalltown to the southwest; with a population of 2,796 according to the 2020 Federal Census. The population has increased slightly from the 2010 Federal Census figure of 2,706. The age makeup of the community is distributed as follows: 27.1% are under the age of 18, 72.7% or 2,033 were 18 years of age or older with 25.1% over the age of 62 and 10.3% over the age of 75. Grundy Center residents are primarily white with a mixture of African Americans, Asians, Native Americans and mixtures of two or more races.

Children in Grundy Center are educated in the two building Kindergarten to 12th grade local school district. At 93.1%, Grundy Center's population that have graduated from high school (including GED), and have attained a two or four year degree are above the national average. School age children account for approximately 22% of the population.

The community's main employers include the school district, Grundy County Memorial Hospital - a Unity Point Health system affiliate, HEM Paving Equipment, Boulder Concrete, the County Courthouse, and the three senior living facilities Arlington Place, Creekside Cottages, and Grundy Care Center. Grundy Center's median family income is above the national average at \$80,294. The poverty rate in Grundy Center is 8.2% which is lower than the Iowa average of 11.1% and the U.S. national average of 12.8%.

Grundy Center is the county seat of Grundy County. It is also a Main Street Iowa community. Residents have access to a local newspaper, nearby television and radio station, and local cable channel. Grundy Center has a total of 15 internet providers including 3 Fiber Internet providers, 5 Cable Internet providers, 4 DSL Internet providers, 3 Fixed Wireless Internet providers and 2 Satellite Internet providers. Of the 1,086 households in Grundy Center, 924 have an internet subscription.

There are 3 nursing homes, 6 daycare centers, recreation facilities, and the county fairgrounds in Grundy Center. There are a number of churches, community services, civic and faith based groups as well as philanthropic organizations in Grundy Center. Some of these groups include the Kiwanis, Lions Club, Grundy Center Sorority, Women's Club, book clubs, garden club, Friends of the Library, Kling Memorial Library Foundation, and the Community School Foundation. Community members are proud of their quality schools, immaculate city parks, safe and friendly environment and active downtown district.

Kling Memorial Library

Mission, Service Priorities, and Focus Areas

Mission:

The Kling Memorial Library welcomes a diversity of people where individuals of all ages can connect to their community, broaden their social circles, and build bridges between generations.

Service Priorities:

The library values and is committed to:

- **Lifelong learning opportunities:** Create programming and provide resources that satisfy the curiosity of the community with a variety of ideas and experiences.
 - **Excellent service:** The Library seeks to increase access to resources in a well-organized, safe environment, and to provide friendly and caring service delivered by knowledgeable, trusted staff committed to accuracy.
 - **Adaptability through planning for the future:** Adjust library services to meet changing needs. We respond appropriately to emerging practices and technology in library and information science and anticipate changes in our community and environments.
 - **Minimizing barriers:** An essential mission that ensures equitable access to information, resources, and opportunities for all members of the community as they to meet, exchange ideas, and participate in the life of our community.
 - **Commitment to community:** Forging and maintaining meaningful partnerships with other community organizations to better serve our shared constituents by collaborating with local nonprofits, educational institutions, businesses, and government agencies, we can amplify our impact to address the diverse needs of our community more effectively and create opportunities that enrich the lives of our community members.
 - **Being a welcoming space:** Serve as a beacon of inclusivity and warmth in our community, providing a nurturing environment where individuals of all backgrounds and viewpoints feel secure to explore, learn, and engage with resources and each other.
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Focus Areas:

Facility:

Purpose: Providing an environment that inspires learning and discovery through enhancement and maintenance of the library facility and grounds to ensure they remain inviting, functional, and conducive to our patron's needs.

I. Goal

Prioritizing the improvement of our library's digital infrastructure, physical facility, and grounds for safety and comfort

Objectives

1. Working with Public Works Director and library trustees to establish a building maintenance plan by the end of FY26 to address immediate and future building and grounds needs and conduct routine inspections annually each year after.
2. Working with city council to establish funding methods for costly repairs and equipment replacements within one year.
3. Enhancing the aesthetic and visual appeal of our library through interior and exterior improvements to create a modern and welcoming space and optimize layout and accessibility.
4. Considering costs and applying for grants to renovate the men's and women's restrooms by year five of this plan.
5. Completing the Toward Gigabit Libraries Toolkit to assess network hardware, computer software, and internet connectivity, and updating those items as they reach the end of their lifespan; to be completed within one year.

II. Goal

Creating welcoming and inviting spaces within our library and grounds to foster positive experiences for all visitors

Objectives

1. Revamping the Children's Area within two years to provide a vibrant and engaging space for children birth to eleven years old.
 2. Surveying the community and library stakeholders to determine utilization of Grundy Room as either a makerspace or study rooms. Investigating materials and cost analysis on determined use by year five of this plan.
 3. Transforming the library's Story Book Garden and surrounding lawn into a community green-space that complements our architectural building design and provides outdoor space for patrons, along with maintaining the improvements annually.
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Services:

Purpose: Meeting the evolving needs of our community through innovative programs, diverse collections, and emerging technologies that support the library's mission; along with offering additional resources that benefit community members

I. Goal

Cultivate an environment that nurtures continuous learning for everyone, ignite a passion for reading, and provide avenues for personal growth at every stage

Objectives

1. Fostering a love for literature and intellectual curiosity by providing literary enrichment opportunities targeting various age groups, including offering early literacy programming for 0-24 months, an elementary book club for 6-11 year olds, and initiating a subscription box book club to teens ages 12-18 with the intent to inspire a love of reading and make it a lifelong pursuit. Implement a program for each designated age group within one year and assess annually.
2. Offering a diverse range of educational programs, workshops, and classes covering a variety of topics such as technology, arts and crafts, language learning, and skills development, catering to the interests and needs of community members of all ages and backgrounds, assessing the attendance and interest annually.
3. Curating traditional and electronic collections to meet the educational, informational, recreational, and cultural interests of the community, particularly by expanding offerings available to library members through Overdrive/Libby.
4. Establishing KML as a Dolly Parton's Imagination Library by the end of FY26.

II. Goal

Establish the library as a primary source for information, resources, and essential services that provide support and equip community members with the tools they need to accomplish their goals.

Objectives

1. Researching costs and commitments to providing notary services at the library.
 2. Offering tutoring sessions and assisted reading sessions through volunteer help and Brainfuse Homework Help to be implemented in year two of this plan.
 3. Expanding the library's collections by identifying and incorporating non-traditional, loanable items that appeal to the community which will be evaluated for additions and weeding annually.
 4. Providing space and designated equipment within the library for distanced learning, telemedicine, and virtual conferencing based on patron need.
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Community Partnerships:

Purpose: Residents of all ages will have greater opportunities for civic engagement through partnerships between the library and other community organizations. Collaboration and partnerships with other local organizations are critical foundations for long-term sustainability and community impact. The more bridges built to the community and within the community, the stronger the ties between the library and supporters.

I. Goal

Reach new audiences through increased ties to the community by actively partnering with two or more community previously untapped organizations, working collaboratively to offer a library program or service.

Objectives

1. Forging connections with the following organizations within Grundy Center, historical society, hospital, head start, lion's club medical equipment lending library, that would broaden their reach or have resources that might be of benefit to our patrons.
2. Identifying gaps in current marketing methods and implementing new strategies to broaden and strengthen our reach within the community. Begin integration of new strategies by year one of this plan and re-evaluate each year following.

II. Goal

Continue to provide and expand our Need One, Take One little free pantry with the addition of a community fridge.

1. Investigating ways to partner with the local grocery store, food pantry, and community garden to offer fresh fruits, vegetables, and other perishable items in a community fridge.
 2. Maintaining a reference guide for available resources in the community that also offer food assistance services.
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Staff:

Purpose: Maintain a well-trained and qualified library team that demonstrates a strong public service standard. Ensuring staff are well-equipped with necessary knowledge and resources is essential for providing patrons with quality service, keeping up with the latest trends, and preserving a positive work environment.

I. Goal

Cultivate and encourage staff growth and development through continuous learning, skills diversification, and professional networking.

Objectives

1. Supporting staff to attend yearly professional development, workshops, and seminars relevant to their roles and duties.
2. Granting space and time for staff to engage in self-directed learning and participate in online meetings and continuing education opportunities.
3. Encouraging staff to pursue endorsement through the State Library of Iowa to be completed within year 3 of this plan.
4. Recommending professional networking growth by becoming members of local, regional, state or national associations, volunteering services to those entities, or attending seminars and conferences.

II. Goal

Assess training needs, and evaluate staff development to provide relevant in-service training sessions each year

Objectives

1. Holding an annual in-service session for staff to brainstorm, outline, and initiate plans for summer reading to take place the winter prior.
2. Scheduling at least one professional development day annually to discuss matters of current significance in libraries, explore emerging technologies and resources, address customer service topics, and build staff communication and connection.

Statement of Purpose

The Kling Memorial Library Board of Trustees adopts this long range plan with the expectation that it be reviewed on a semi-annual basis, and that upon assessment some objectives and actions may be altered to better meet the needs of our community and patrons.
