



**Sea Cliff  
Village  
Library**

*Serving the Community for over 100 years*  
***www.seaclifflibrary.org***  
***Arlene Nevens, Director***

**SEA CLIFF VILLAGE LIBRARY  
LONG RANGE PLAN  
2008-2013**



**OCTOBER 2008**

# I ntroduction

All public libraries in New York are required to develop long-range plans. In late 2007, the Library Director and Board of Trustees began the process to create a plan in order to provide the best possible service to Sea Cliff.

The Sea Cliff Village Library chose to use *New Planning for Results* (NPFR), which is a community-based planning process. NPFR was developed for the Public Library Association and is now a model process that is used across the country. Our Facilitator, who works for the Nassau Library System, participated in intensive training in the process and modified it to suit the needs of the Library.

The Library invited community leaders to join its Community Planning Committee and assembled a group of 10 people representing many facets of the community. The Library then held three meetings with this committee in early 2008. The first meeting provided an introduction to NPFR, a tour of the Library, and an opportunity for Committee members to ask questions about the process. The second meeting included a presentation about the community's demographic profile. This was followed by a work session: committee members were split into small groups and guided through a standard planning exercise. Each group was asked to think about what they would like Sea Cliff to look like in five or ten years. They were also given the opportunity to discuss current strengths and weaknesses of life in the community, as well as opportunities that might occur in the future. They were specifically asked to think about the community as a whole, rather than narrowly focus on the library, because it has been found that this helps libraries address broad community issues through solutions that are specific to their community's needs. During the third meeting, Committee members discussed the entire list of community issues that was developed in the small groups and which could be best addressed by the Library.

The Director, Assistant Director, and Facilitator analyzed the results of the Community Planning Committee to synthesize the issues into broad areas of public library services, which are known as Service Responses. The Service Responses that were ultimately identified include: Current Topics and Titles, Community Commons, and Cultural Awareness. The Library plans to give equal attention to each area of the plan and the order of the goals is not indicative of special emphasis on any one area.

The Community Planning Committee met a final time on June 5, 2008 and was presented with the Plan. The Director then chose the activities that would support the goals and a draft of the Plan was presented to the Library Board for approval. The final plan was adopted by the Library Board on October 14, 2008. The Library is committed to reviewing this plan on an annual basis.

# **L**ibrary Mission

The Sea Cliff Village Library enriches the community through access to the ideas, information and entertainment available from books as well as from a variety of other resources. To this end, the Library provides an array of material, services and professional assistance as well as facilities for the support of educational, civic, and cultural activities.



# **C**urrent Topics and Titles

**Goal:** All residents of Sea Cliff will benefit from a greater awareness of the Library's resources and how the Library can help them save time and money.

**Objective:** By 2010, library usage will increase by 15%.

### **Activities:**

- Provide a collection of materials that can be borrowed at the Sea Cliff Long Island Rail Road station and other local venues.
- Collaborate with other local agencies to provide deposit collections of Library materials.
- Develop and implement an online Reader's Advisory service to help people save time and money.

- Develop and implement an online application for a Sea Cliff Village Library card.
- Investigate the possibility of online program registration.
- Provide interested patrons with e-mail blasts to keep them informed about library services and programs.
- Continue to publish and distribute the Library newsletter to all Sea Cliff residents, with special emphasis on Library services with which people may not be familiar.
- Partner with the schools to provide a reference collection of textbooks for use by middle and high school students.

**Goal:** Businesses in Sea Cliff will benefit from a greater awareness of resources that can help them grow.

**Objective:** By 2012, 50% of surveyed local businesses will indicate that they have used the Library.

**Activities:**

- Sponsor a periodic “business breakfast” to demonstrate Library resources of interest to this community and give business owners the opportunity to speak with one another.
- Sponsor programs in partnership with local businesses to help promote them to residents.



# C **ommunity Commons**

**Goal:** All residents of Sea Cliff will benefit from opportunities to meet with and learn from each other.

**Objective:** By 2012, 60% of surveyed residents will identify the Library as the place to go in town for community events.

**Activities:**

- The Library will sponsor additional activities for teens, such as a coffee house/open mic series.
- The Library will explore the possibility of refurbishing the garden in back of the Children's Library to provide an open-air setting for reading, reflection, and outside activities in good weather.
- The Library will sponsor additional children's activities.
- The Library will provide evening programs to accommodate segments of the community who cannot attend during the day.
- The Library will explore providing single-parent activities.

**Goal:** Seniors in Sea Cliff will benefit from opportunities to remain connected to their community and pursue lifelong learning.

**Objective:** By 2012, 60% of surveyed seniors will indicate that they have recently visited the Library and that it makes a difference in their life.

**Activities:**

- The Library will investigate utilizing the Senior Bus to help bring seniors to the Library who would otherwise have difficulty getting to the building.
- The Library will sponsor daytime activities of interest to seniors.
- The Library will sponsor programs that encourage local seniors to share their knowledge and experience with other Sea Cliff community members.

# C **ommunity Awareness**

**Goal:** All residents of Sea Cliff will benefit from an appreciation of the area's rich heritage.

**Objective:** By 2012, 75% of surveyed Sea Cliff residents will indicate that the Library is a prime source for information about living and volunteering in Sea Cliff.

## **Activities:**

- Investigate and pursue partnerships with other community agencies involved in preserving and promoting the heritage of Sea Cliff.
- Investigate the needs of ethnic groups in Sea Cliff in order to better serve them.
- Provide the community with materials and services that celebrate our cultural diversity.
- Provide a venue for local writers and artists.
- Investigate providing a clearinghouse for volunteer opportunities throughout the Village.
- Participate in community events when possible.



## **SEA CLIFF VILLAGE LIBRARY PLANNING COMMITTEE**

Arlene Nevens, Director, Sea Cliff Village Library  
Camille Purcell, Assistant Director, Sea Cliff Village Library  
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Ron Doering  
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