

Duchesne County Library System Strategic Plan 2024 – 2026:

Accomplished (A) In Progress (I) Not Started (N)

Focus Area	2024	2025	2026
Community Hub of Opportunity	(A) Continue successful library programs including: story time, homeschool events, teen events, summer reading. Investigate adjusting those programs based on strategic plan survey feedback. (A) Continue current programming and service collaborations e.g. Utah State University-Extension, Volunteer Income Tax Assistance, Arts Committees, etc. (I) Introduce a monthly children's craft/art program. Release a call for volunteers that could share their expertise. Schedule the volunteers. The library will fund the supplies. Determine if reservations are required. (A) Launch online library event and room reservation calendar. Train management in administration of reservations and staff on adding events and showing patrons the user interface by the Spring. (I) Promote the scheduled traveling art exhibits from the Utah Department of Arts and Museums. Consider an opening night event for the exhibits. (A) Launch a monthly movie night at Roosevelt Branch and acquire the	(I) Evaluate the effectiveness of the children's craft/art program and the movie night. Restart the movie night at Duchesne Branch after the move. Adjust program details as necessary. (A) Introduce a monthly teen craft/art program. Release a call for volunteers that could share their expertise. Check whether any current volunteers would be interested in helping with the new event. Schedule the volunteers. The library will fund the supplies. Determine if reservations are required. (A) Re-achieve Quality Library status from the Utah State Library during recertification by continuing with outreach and programming goals.	(A) Evaluate continuing effectiveness of the children's and teen craft/art programs and other library events. Adjust or end as appropriate. (A) Introduce a monthly adult craft/art program, initiating and adjusting the program based on the successes and lessons of the previous two art programs. (A) Investigate collaborations with the King's Quilters Guild to host a sewing course and possibly a local exhibit of quilts in the library. Plan exhibit and course. Launch with the Guild's feedback. (N) Investigate the in-library circulation of Roosevelt Library's collection of board games.

	necessary public performance licensing.		
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Lifelong Learning	(A) Continue expanding Duchesne County's eBook and eAudiobook collection in Libby by focusing on items that either have a high hold ratio or are not available through the Utah Beehive Library Consortium collection. Purchase according to anticipated demand and most cost-effective methods. (A) Acquire patron requests for collection purchases in accordance with Collection Development policy. (A) Introduce reading challenges beyond summer reading program at other times of the year. (A) Begin planning out basic technology (Internet & computer use) courses for patrons. Acquire additional hardware such as in-library Chromebooks to assist with the course and pursue a Library Services and Technology Act grant in 2024 to help. Launch in Roosevelt by the end of 2024. Investigate whether UBTech may be able to assist with the courses. (A) Investigate requested items from the strategic planning survey for inclusion in the collection including early learner/sheet music and items from some homeschool reading lists (The Good and the Beautiful book list, etc.)	(A) Evaluate the library's investment in eMaterial collections and databases. Adjust according to demand and cost. (A) Develop and distribute promotional materials and tutorials about Utah Online Library databases. (N) Launch Duchesne's basic technology courses by the end of 2025 and apply for a Technology Enhancement or LSTA grant to provide the necessary equipment. Review the progress of the Roosevelt course and adjust for improvement. (N) Host a staff training about community services to better assist patrons with needs (Uintah Basin Association of Governments, Workforce Services, Family Support Center, Victim's Advocates, Adult Education, DDI Vantage, Friends Against Family Violence, etc.) (A) NEW 2025: Learn about Project Read, a tutoring curriculum focused on adult literacy. Train staff who will host volunteers. Complete memorandums of understanding with Project Read leadership. Announce volunteer opportunities and participant opportunities in the program. (A) NEW 2025: Investigate the return of investment in providing access to	(N) Investigate the purchase of an Adobe Photoshop and Adobe Premier license for each branch and host the software on one of the patron computers for patron use. (N) Host a staff training on the Adobe Programs, Cricut machine, and other patron technology available at the library before launching the programs publicly. (A) NEW 2025: Evaluate the execution of Project Read services and volunteer recruitment. Make adjustments based on evidence and feedback. (A) NEW 2025: Evaluate the promotion, use, and return of investment of Blackstone Unlimited's collection. Adjust efforts according to feasibility.
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	(A) Host a staff training day about Utah's Online Public Library and its resources. Continue to offer the staff opportunities to attend local library conferences and workshops whenever possible.	Blackstone Unlimited's digital collection of audiobooks. If determined to be a worthwhile opportunity, setup connections with the library catalog, sign contracts, train staff, and begin promotion of the service.	
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Outreach / Awareness	(A) Continue off-site library service in Tabiona, Altamont, Fruitland and Parkside Manor. Add monthly service to the state inmates at the Duchesne County Justice Center by the Spring. (A) Contact elementary schools about collaboration opportunities including a county library presence at literacy nights. Try to initiate relationships with school librarians or reading specialists and brainstorm with them how we can support each other. (N) Investigate whether schools will allow us to send them information about upcoming events that can be included in school newsletters. Find out the school's preferred procedure to send this information to them and follow through. (A) Utilize a county-wide mailer to promote summer reading and library events on one side and an infographic of major library services and stats on the other. Prepare in early April and send out in mid-May. (A) Arrange for radio ad spots with Evans Family Media to further promote	(A) Re-release survey to patrons on preferred methods of communication with the library to inform areas of communication the library should most take advantage of. (N) Develop promotional video of Duchesne Branch following the remodel and opening. Release video in 2025. (A) Continue library collaborations with schools through school librarians, communications of events, and presence at literacy events. (A) Evaluate offsite library services and adjust accordingly with input from service sites. (A) Develop and improve on the annual summer mailer based on patron feedback. Prepare in April and send by mid-May. Arrange radio ad spots in mid-May as well.	(A) Renew Memorandum of Understanding with Uintah County Library in January. (A) Evaluate and continue previously mentioned outreach and awareness efforts. Adjust and begin planning what to add or end to direct staff efforts more efficiently. <i>NEW 2026: Participate in USU and You Radio Shows a few times each year in accordance with their schedule.</i>
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	library services and summer reading in mid-May. (A) Keep library website and social media pages up to date. Continue digital newsletters. Evaluate library system's social media presence and maintain at least 3 platforms: Facebook and two others. (A) Develop digital and print marketing about how patrons may request purchases for the physical and digital library collections. Release repetitively beginning in the summer. (A) Release promotional video of Roosevelt Branch online by spring of 2024. Share with Roosevelt City.		
Regional History	(A) Continue with historical photo sharing and information gathering on Facebook page. (N) Re-open discussions with University of Utah about hosting historical photo collection on their servers. Begin sending the first batches to the U of U for quality review and further training during the remodel closure. (A) Continue with county cemetery mapping projects and database; both maintaining cemeteries that are already live and adding new cemeteries. Release digital copies of plot maps for public printing.	(A) Complete the re-opening process of the expanded History Center and resume typical operations. (I) Continue with historical photo sharing and information gathering on Facebook, the collaboration with the U of U, and cemetery mapping.	(N) Investigate the digitization of the copies of the Uintah Basin Standard that are not yet available in the Utah Digital Newspapers database. Develop a timeline and project scope in collaboration with the University of Utah Special Collections. (N) Begin cataloging the hosted historical photos from the U of U digital collection in our patron catalog for easy searching (Aspen Discovery).

	(N) Insulate storage vault to provide appropriate climate control for sensitive materials. (A) Follow the remodel timeline for the Duchesne Branch closure, move in, and reopening.		
Duchesne Branch Remodel	(A) Move out of Duchesne Branch in late March and early April. (A) Launch a weekly Duchesne outreach site accompanied by weekly programs (story hour, homeschool, etc.) at the Duchesne Events Center on Thursdays during the library's closure. Construction should be completed by the end of the year.	(A) Complete move-in of the remodeled Duchesne Branch and History Center by the Spring. (A) Hold the grand re-opening before the summer reading kickoff. (A) Address building hiccups that arise from the remodel. (A) Resume normal operations and move forward with strategic goals that commenced in Roosevelt Branch and are ready to begin in Duchesne as well. Also adjust to the new environment and patronage that will accompany being paired with the Senior Center in the same building.	N/A
Technology Plan <i>View specifics in Appendix A of the Strategic Plan.</i>	(A) Launch patron self-checkout stations in Roosevelt by the summer opener. (A) Evaluate hotspot lending program and analyze costs and benefits. Determine whether to continue the program after grant funding ends this year. (A) Replace the 4 oldest Roosevelt patron computers. Pursue a Technology Enhancement Grant for this project.	(A) Replace Duchesne Branch's circulation desk printer. (A) Install a WiFi tv above the Duchesne circulation desk to display rotating library announcements.	(A) Evaluate Duchesne's Internet infrastructure for possible upgrade and plan a request for proposal for early 2027. Prepare all necessary documentation and accounts for the FCC ERate program and the proposal for release by the beginning of 2027.

	(A) Evaluate whether to simply replace Duchesne’s community room projector bulb or whether to purchase a new projector. (A) Add a presentation tv to the newly remodeled Duchesne Branch study room. (A) Complete public announcement system that connects with circulation desk phones at the Roosevelt Branch.		
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