2023-2027
LONG RANGE PLAN
EAST HAMPTON LIBRARY
Mission
The East Hampton Library, a free community resource center, provides a welcoming space to all who enter its doors, in which to read, learn, communicate, create, play and participate. Through its collections, services, innovative programs, historic preservation, virtual access and technology, the library advances literacy, knowledge, and cultural engagement, and provides enjoyment for all ages as it expands and elevates our understanding of the world.

Vision
Our vision is to be the welcoming heart of our community where all may come to learn, discover, create, and connect.

Values
The East Hampton Library houses centuries of learning, information, history, and truth, and is an important defender in the fight against misinformation. By providing free access to educational, news, and historical resources, we strive to keep the public informed with facts. The library—more than a community center, town hall, or public park—connects its communities in ways designed to benefit everyone. We pool our resources under one roof for everyone to share.

Community
The East Hampton Library serves the residents of the East Hampton, Springs and Wainscott School Districts. The year round population of the East Hampton Library service area increased 29.9% from 2010 to 2020 bringing it to 20,463 residents. In the summer months the population triples due to a combination of second home owners, visitors and renters. The ages of the year round residents are as follows: 19% under 18 years old, 41% are 18-54 years old, 40% are 55 and over.
Goals & Strategies

Goal 1: Update Services to Patrons to Reflect the Community’s Changing Demographics with Attendant Needs for More Staff

Strategies:
● Commit the board’s Long-Range Planning committee to performing a semi-annual review of established goals and the state of implementation for agreed-upon strategies and/or their revision as needs evolve.
● Over these five years, adopt known best practices to increase staff and board diversity with every new hire or board appointment so that we better reflect the community’s diversity in age-range, interests, income, ethnic and racial make up, as well as the ebb and flow of its significant population of short-term vacationers and part-time second-home residents alongside the more permanent population.
● Emphasize the importance of increasing the number of Spanish-fluent staff and volunteers and take steps to make this happen.
● Offer limited but regular Notary Services hours.
● Investigate and assess the possibility of providing social worker services and the attendant space needs it would require. Institute as feasible.
● Increase the staff of the Long Island Collection to better serve demand.
● Expand our community liaison participation with like-minded local organizations and institutions in mutually useful ways with an eye to examining and finding solutions to common concerns.
● Redouble our commitment to Inclusion & Diversity with the goal of having our staff and programming more closely reflect the wide diversity of our community in all its dimensions.
● Enhance our presence with area youth by scheduling regular annual visits by Library personnel to all our school districts.

Goal 2: Ensure Staff Retention, Enhance Staff Development and Skills Array and Rethink Department Staffing

Strategies:
● Institute regular staff cross-training opportunities so the staff can be more flexible as needed.
● Continue to explore the New York State Retirement System or other means of improving the staff benefit/retirement package.
● Ensure that staff salaries continue to be competitive with local and regional norms.
● Establish a task force to explore ways to help address the burdens imposed on staff by the high cost and time commitment of commuting and prohibitive local housing costs. This may include partnering with other area nonprofits to find ways to address these issues.
● Institute regularly scheduled staff bonding opportunities and group activity events.
Goal 3: Rethink Existing Space, Given its Limitations, to Meet Emerging Present and Future Needs

Strategies:
- Establish a space committee to assess, plan, fundraise for, and execute the redesign of the entire reception/entrance area to better serve patrons and staff.
- Upgrade the IT server space to meet its security needs.
- Consider and assess the feasibility of roofing the courtyard to increase available space.
- Prioritize consideration of proposals from the director and department heads for new projects that require extra budgetary funding.
- Continue to update the toddler and children’s areas with interactive and other educational materials and games.
- Create designated quiet zones.
- Improve the café space to make it more inviting. Explore contracting with a concession to serve this need.
- Expand computer literacy and online safety training classes for all ages.
- Create “makers” spaces that better serve community interests and needs.
- Find ways to increase the storage space for all departments.

Goal 4: Expand Our Already Robust Program Offerings to Meet New and Emerging Needs

Strategies:
- Increase children’s programming to better meet community demand.
- Establish a task force to study and recommend remedies for better serving the 30-50 age group and the underserved members of the Latino community.
- Create more interactive tech programming to meet present demand for all ages.
- Intensify our focus on children’s literacy with targeted programming.
- Undertake a major community-wide communications campaign through multiple bilingual avenues to better ensure that all of our multifaceted program and resource offerings are known to all.
- Arrange excursions or passes to sites of interest on Long Island or in New York City.
- Evaluate working with other like-minded community organizations for various types of programming, including music, dance, and other performance-style offerings.

Goal 5: Sustain Our Commitment to the Library’s Traditional Areas of Excellence

Strategies:
- Continue actively to maintain a relevant and vibrant physical and digital collection and increase patron/user awareness and access to both of these resources.
- Continue to maintain careful oversight of the library’s finances and administer fiscally in a responsible way.
- Continue to be proactive in caring for and maintaining the building and grounds to ensure safety, esthetics, ongoing maintenance, and upgrades of furniture and fixtures as needed.
- In response to climate change, increase building and grounds sustainability by improving energy, water and materials use to lower our carbon footprint, to include lighting, climate control, water and waste by installing an alternative/innovative septic system, and adopting best materials/recycling and landscape practices.