

**CITY OF DILLINGHAM LIBRARY FIVE-YEAR PLAN<sup>1</sup>**  
 As Recommended by the Dillingham Library Advisory Board

CATEGORY	FY22	FY23	FY24	FY25	FY26
Technology & Internet	Replace 2-3 computers	Replace 2-3 computers	Replace 2-3 computers	Upgrade server	Increase internet speed and bandwidth
Equipment Needs	Comfy Reading Chair in Children's Section	New Copier	Replace/Upgrade Checkout System and/or Equipment	New Circulation Desk	Reading Nook with Comfy chairs in lower library area
Building Needs	New window blinds	New flooring Section 1	New flooring Section 2	New flooring Section 3	Assess/Revitalize steps/ramp
Circulation Review & Weeding	The following areas will be evaluated following the library's Weeding and Collection Development Policies.				
	Children's and YA Books	Alaska & Local History Collection	Adult Fiction/ Non-Fiction Books	Reference & Media Collections	Magazines & Newspapers
Staffing & Volunteers	Current staffing includes 1 part-time librarian and 1 part-time librarian assistant both at 30 hours/week, 2 library aides at 14 hours/week, 1 temporary summer librarian, and a BBEDC student summer intern.				
	Develop a volunteer recruitment and training program	<u>Expand Library operating hours</u> Creation of a Library Elective w/ high school	Expand volunteer staffing	Add an additional part-time librarian or librarian assistant	Part-time grant writer
LIBRARY BOARD Bylaws, Policy and Procedure Review	The Library Advisory Board meets bi-monthly to review and revise library policies, procedures, bylaws, the budget, to appoint members to available seats, and to address specific topics and issues as they arise. Note: Dillingham City School District and Bristol Bay College seats are appointed annually.				
	Review Patron and Checkout Policies	<u>Internet Usage &amp; Safety Policies</u> Position Descriptions	Policy Review	Policy Review	<u>Review Weeding &amp; Collections Policies</u> 5-Year Plan
	Officer Elections		Officer Elections		Officer Elections
Community Outreach <sup>3</sup>	Community outreach will occur in collaboration with the Friends of the Library, Bristol Bay College, Dillingham School District, KDLG Public Radio, and the Dillingham City management team <sup>2</sup> .				
	<u>Begin Implementation of Community Outreach ideas.</u> Reader's Spotlight Corner	<u>Organize/advertise streaming visits to the Smithsonian &amp; Space Museum</u> Build Library Social Media Presence	<u>Update Library Facebook and City Website pages</u> Annual Community Read-A-Thon		

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Children's Programs <sup>3</sup>	Children's Programs include the Summer Reading Program, Story Hour, Beaver Round-Up, Battle of the Books, and other special events and holidays.				
	Develop an after-school library program for DCSD students (STEM)	Develop a student work program with DMHS to train librarians (student receives credit)		Develop a library skills and etiquette program to be taught to DCSD students	
Grants <sup>1</sup>	Lead Librarian is responsible for annual review and application of available grants.				
	Calendar of regular/annual grants to apply for		5 new grants		Part-time grant writer

**Notes:**

<sup>1</sup> Funding sources for all items recommended in this five-year plan will be through grants. City of Dillingham general funds will be expended only when available.

<sup>2</sup> Library activities will only be posted on the Dillingham Trading Post and Community Facebook page with prior permission from the City Manager.

<sup>3</sup> These events are planned with the understanding that the library will follow current City Ordinances related to public health and safety.

**Required Signatures:**

Library Board Member(s): \_\_\_\_\_, approved on \_\_\_\_\_

\_\_\_\_\_, approved on \_\_\_\_\_

City Manager: \_\_\_\_\_, approved on \_\_\_\_\_

Dillingham City Council: \_\_\_\_\_, approved on \_\_\_\_\_