LIBRARY ADVISORY BOARD
2022 STRATEGIC PLAN & GOALS
Approved at the February 15, 2022 Regular Meeting

MISSION STATEMENT
The Library Advisory Board shall act in an advisory capacity to the City Manager and City Council concerning the Homer Public Library and its programs pursuant to the powers and duties in Homer City Code 2.48.050.

VALUES, ROLES & RESPONSIBILITIES

General Administrative
Advise the Library Director and the City Council to ensure quality library service.
Advise city government to recruit, employ and retain a qualified library director.

Policy
Work with the Library Director to establish written policies to govern the operation and program of the library for approval by the City Council.

Planning
Ensure that the library has a strategic plan with implementation and evaluation components.

Fiscal
Solicit donations of money and/or property for the benefit of the library. Assist in the preparation and presentation of the annual budget in accordance with city charter.

Advocacy
Promote the mission of the library within the community. Advocate for the library to legislators.

Meetings
Participate in all advisory board meetings. Appoint a liaison to the Friends Board and become a member of the Friends. Report on LAB and library activities to City Council at Council meetings.

Networking
Join United for Libraries national organization and/or Alaska Library Association as a resource for policies, operations and advocacy for libraries.

GOALS

1. Advocate for Library Budget
   a. Ensure the library has a collection development budget sufficient to build and maintain a current and robust collection of materials relevant to the community.
   b. Review needs for library physical plant upkeep and efficiencies.
   c. Promote future funding of library technology needs.
      i. Scheduled replacement of public use computers.
      ii. Requests for new or updated technologies (printers, scanners, security, etc.)
2. Implement the Planned Giving Program for the Library
   a. Identify and use the tools provided by the Homer Foundation and the American Library Association to learn how to ask potential donors if they would be interested in donating to the Library Endowment Fund.
   b. In the next year:
      i. Ask a person to donate to the Library Endowment Fund.
      ii. Get one “Big Fish” donation to the Endowment Fund.

3. Explore opportunities with the Library to increase and improve library service to all community members, especially students and underrepresented user-groups.
   a. Work with Library Director to develop a schedule of community partner visitors/presenters, including partners that aid with outreach to students and underrepresented user groups.

4. Actively recruit for LAB boardmembers

DUTIES OF THE BOARD & STAFF

Boardmembers
- Attend City Council meetings as assigned.
- Attend worksessions and training opportunities.
- Come to meetings prepared to take action through motions, or ask staff before the meeting for more information.
- Communicate with City Council members to gain support on LAB-related projects that need sponsorship at the Council level.

Staff Liaison
- Aid the Chair in setting the agenda.
- Compile packet material from boardmembers, write backup memos, and submit to Clerk.
- Provide information on items the board needs to review annually.
- Inform the board of City Council actions and discussion of library-related issues.

Clerk’s Office
- Aid Staff in compiling packet materials and print/distribute them to the board.
- Aid Staff and Chair in setting the agenda.
- Track yearly items such as reappointments and election of officers.
- Advertise any seat vacancies and process new appointment applications.
- Help the board learn to be more efficient and effective in their meetings.
- Support the board’s ability to communicate with the Mayor and City Council (through Memorandums, Resolutions, and Ordinances).