

MONTAUK LIBRARY LONG RANGE PLAN OF SERVICE

2025 – 2030

Mission Statement

The mission of the Montauk Library is to provide library services including traditional materials and technological resources to the Montauk community. The library continues to promote education, research, entertainment and cultural arts for the benefit of all segments of our community.

‘Life is brighter at the Montauk Library.’

Core Values

The Montauk Library is committed to upholding the fundamental principles of librarianship as set forth by the [American Library Association Library Bill of Rights](#) and the [American Library Association Core Values of Librarianship](#) which includes Access, Equity, Intellectual Freedom and Privacy, Public Good and Sustainability. In accordance with these guiding principles, the Montauk Library also embraces values unique to our community.

We strive to be a welcoming and dynamic center for engagement, education, and cultural enrichment. We foster innovation through evolving services while maintaining a deep respect for local history and environmental sustainability. As a hub for connection and discovery, we prioritize responsive programming, inclusivity, and the preservation of Montauk’s rich heritage. Through these values, we affirm our dedication to serving as an accessible, inspiring, and trusted resource for all.

Goals & Objectives

1. Equitable Access

Goal: Ensure equitable access to library resources, services and technology.

Objectives:

Expand digital and physical collections to meet diverse learning needs and preferences.

Improve accessibility in library spaces and online services, ensuring ADA compliance.

Develop a mobile library initiative to reach underserved populations and homebound residents.

Enhance multilingual resources and translation services.

Increase outreach efforts to underrepresented groups, including seniors and economically disadvantaged families.

Develop targeted programs that support literacy, career development, and social services.

Provide equity-focused training for staff to ensure an inclusive and welcoming atmosphere.

2. Intellectual Freedom & Privacy

Goal: Uphold the principles of intellectual freedom and privacy in all library operations.

Objectives:

Maintain a diverse and uncensored collection that represents multiple viewpoints.

Offer workshops on digital literacy, privacy, and safe online practices.

Strengthen practices to safeguard patron confidentiality and data protection.

Promote critical thinking through book discussions, speaker series, and educational programs.

3. Public Good & Cultural Preservation

Goal: Strengthen the library's role as a cornerstone of democracy, education, and civic engagement.

Objectives:

Partner with local organizations to provide public services such as tax preparation, health screenings, and voter registration.

Offer educational programs in literacy, history, civic responsibility, and professional development.

Protect and promote local history preservation efforts and community-driven projects.

Archive historical materials, host cultural events and coordinate with local historians.

Increase awareness of library services through strategic marketing and outreach.

Enhance and expand the library's valued volunteer partner, the Friends of the Montauk Library.

4. Sustainability

Goal: Implement environmentally sustainable and economically sound practices to support long-term library services.

Objectives:

Expand the Library of Things to include energy-saving and eco-friendly resources.

Reduce waste, promote recycling and increase environmental awareness through community education initiatives and partnerships.

5. Outreach

Goal: Strengthen community connections through innovative engagement and collaborations.

Objectives:

Increase presence at local events.

Expand digital outreach through social media, newsletters, and online content.

Enhance home delivery and remote access services for library materials and programs.

Collaborate with schools, businesses, and civic groups to encourage participation.

6. Accountability

Goal: Maintain transparency and responsible stewardship of library resources.

Objectives:

Conduct annual evaluations of programs, services, and budget allocations.

Implement data-driven decision-making to enhance library operations.

Regularly update the community on library achievements and financial health.

Foster a culture of accountability and continuous improvement among staff.

7. Future-Focused

Goal: Anticipate and adapt to emerging trends to keep the library relevant and forward-thinking.

Objectives:

Conduct periodic community needs assessments to guide service development.

Explore innovative library models and trends in information services.

Invest in staff development to build expertise in evolving library fields.

Maintain flexibility in planning to accommodate emerging technologies and societal shifts.

Evaluate policies and procedures regularly and implement changes to ensure compliance with current regulations and trends.

8. Customer Service

Goal: Enhance patron experience through exceptional service and engagement.

Objectives:

Implement customer feedback mechanisms to improve services.

Ensure a welcoming and inclusive environment for patrons and staff.

Expand self-service options and streamline user interactions.

9. Staff & Trustee Development

Goal: Support professional growth and retention of Montauk Library staff.

Objectives:

Provide ongoing training for staff to enhance communication and support skills.

Offer staff mentorship programs.

Establish staff performance benchmarks and regularly review progress.

Recognize and celebrate staff achievements and professional development.

Promote available Trustee training and development resources.

10. Technology & Innovation

Goal: Leverage technology to expand access to information and improve services.

Objectives:

Upgrade digital infrastructure and provide high-speed internet access.

Expand the availability of digital literacy programs and coding workshops.
Introduce emerging technologies such as AI-powered research tools and digital experiences.
Maintain a forward-looking approach to integrating new tech-driven solutions.

11. Building & Grounds

Goal: Maintain a safe, accessible and welcoming facility.

Objectives:

Conduct regular maintenance.

Utilize energy-efficient and eco-friendly building components.

12. Fiduciary Responsibility

Goal: Ensure financial stability and transparency.

Objectives:

Develop sustainable funding strategies.

Conduct regular financial audits.

Increase grant submissions.

Seek funding opportunities to enhance library services and resources.

Conclusion

This 5-year Long Range Plan provides a roadmap for the Montauk Library's continued success as a dynamic, accessible, and future-focused institution. By upholding our core values—Outreach, Accountability, Future-Focused Planning, Customer Service, Technology & Innovation, and Excellence—we ensure that our library remains a vital community resource for years to come.

Adopted by the Montauk Library Board of Trustees, May 19, 2025