



Gail Borden Public Library District

www.gailborden.info

Room for Growth

While the population of the library district has grown significantly as the 2020 Census shows, so has the services, staff, and output of the library. The main library opened in 2003, the Rakow branch in 2009, South Elgin branch in 2016, and a bookmobile in 2019. The impact on the physical space of the district has been enormous. We have highly flexible facilities and staff. Now is the time to reevaluate those spaces to ensure that all staff have the space and tools they need to do their job effectively and efficiently.

South Elgin Branch Expansion

- Support the growing South Elgin community with a space that fully serves their needs
- Further enhance high quality service, programs, and materials
- Expand from 4,275 square feet to 10,000 square feet

Remodel and Reimagine Staff Workspaces

- Create a schedule of workspaces to be addressed
- Work with architect to design, plan, calculate cost of workspaces
- Determine implementation timetable

Study Use of Public Spaces

- Study flow of traffic in all facilities
- Review proposed design and develop a timetable for KidSpace remodeling

Growing Together

As we look inward and acknowledge staff concerns, we will focus on improving and strengthening our library. After surveying staff, we determined three internal goals to address over the next two years. By turning our focus inward and taking care of all library staff, we can then take care of the needs of our community.

Staff Morale

- Break down silos and improve transparency in organizational decision making.

Staff Retention and Recruitment

- Evaluate staff benefits, job descriptions and training with an eye toward retention and recruitment.

Staff Diversity

- Focus on Diversity, Equity, Access, and Inclusion throughout the library.



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Growing Stronger

We recognize an opportunity to strengthen the relationships between departments by improving communication. With improved understanding and better access to information, staff will be able to better work together to advance the goals of the library.

Facilitate effective communication between departments by increasing understanding of each department's goals and areas of expertise.

- Study ways to effectively foster a culture of understanding between departments.
- Update the department descriptions on the staff page.
- Research options for modules or speakers or discussions regarding kindness and congeniality.

Improve understanding and retention of library related communications.

- Continue to work with administration to improve transparency via a CEO email system.
- Continue to refine the existing all-staff email blog, so staff can easily retrieve information when it is needed.

Improve opportunities for staff to participate in committees and provide suggestions and feedback.

- Develop a process to communicate when a committee is being formed and how members are being gathered, maintain current committee information, and communicate the results of the committee to staff (if needed.)
- Create a form where staff can submit feedback and ideas which will then be sent to the proper department or person.



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Strategic Plan