

LONG RANGE PLAN OF THE ST. JOSEPH TOWNSHIP LIBRARY

The St. Joseph Township-Swearingen Memorial Library's Board of Trustees recognizes the fact that the library must have a long range plan to guide it and future boards. It is in this spirit that this plan is drawn, to provide a flexible guide for the future of our library.

The St. Joseph Township-Swearingen Memorial Library's primary duty and responsibility is to provide its patrons with the materials they need and desire. Toward that end, we have developed the following plans:

- We acknowledge that we cannot provide every resource that a patron might want; therefore, we will be an active participant in the Illinois Heartland Library System as a borrower and a lender.
- We will also encourage our library staff to participate actively as board or committee members of the Illinois Heartland Library System.
- We will be an active member of the automated circulation/cataloging system that the Illinois Heartland Library System provides. This is essential to our expediently providing and receiving materials for our patrons.
- We will promote the library and encourage its use by the community. We will provide meeting space for community activities. Additionally, we will regularly assess our collection development goals to reflect changes in patron needs, ensuring we can provide the materials, physical and digital, most in demand by the people in our community.
- We will develop programs to encourage readers of all ages. We will sponsor programs such as Summer Reading Program, story hours for preschoolers, and various public service programs each year.
- We will manage the library resources responsibly. First, we will solicit expert advice, when needed, on how to manage our income from the Trust and from Township income. We will apply for appropriate grants. We will hold book sales to help the community in three ways: provide supplemental income for the library to allow us to increase our holdings, give community members an opportunity to purchase books at a very low price, and give patrons and others an effective way to redistribute books from their personal collections.
- We will ensure the library building meets the community's needs. We will maintain the property well. We will regularly evaluate the library's physical space so that patrons can use the library comfortably and efficiently.

This document is reviewed annually by the Policy and Planning Committee of the Board of Trustees. Therefore this document will be a growing, living plan for the library's future.

Reviewed and revised: July 2026