

WCPL Director Objectives March 2023-August 2023

Purpose: The purpose of this document is to communicate the direction of growth for the library over next four months under the leadership of the Director and with the support of the Board of Trustees.

Process: The Objectives Committee met with the Director and brainstormed goals for the library as well as processes that must be in place to achieve the stated goals. Together they outlined a list of priorities (objectives) that must be accomplished in order to move toward the goals. These objectives set the direction for progress for the next five months. They are intentionally broad in order to give the Director freedom to use her leadership and knowledge to address specific needs related to each objective.

The Director will update the board monthly on progress toward each objective, and in August she will provide a written report highlighting the accomplishments reached in each objective category. The bullet points listed under each objective are examples and ideas that were discussed by the Objectives Committee and the Director but are not requirements (as the goal is for Director make decisions at her discretion).

Objective 1: Institutional Processes

Evaluate current institutional processes and implement needed changes for improvement

- *Create a standardized onboarding process*
- *Assess staff training needs and create a process for allocating resources devoted to professional development*
- *Present and introduce a method for better program planning and tracking*
- *Develop a new method for planning and preparing for the annual summer reading program*

Objective 2: Physical Improvements

Assess physical space and needs at main and make appropriate revisions

- *Evaluate branch improvements including landscaping and physical spaces*
- *Second-floor improvements, paint & reallocation of space and furniture*