

# **Lewis & Clark Library System (LCLS)** **Strategic Plan 2008 – 2010**

## ***Lewis & Clark Library System: Possibilities***

### **Founding Purpose**

**“To encourage the improvement of free public libraries and to encourage cooperation among *all types* of libraries in promoting the sharing of library resources.” (75 ILCS 10/1 Sec. 1) (*emphasis added*)**

### **Mission**

**LCLS advances libraries in successfully serving the evolving needs of their communities.**

### **Vision**

**As a catalyst, LCLS enables Illinois residents to benefit from seamless, quality library service.**

### **Values**

**We value people, equity, access, collaboration, excellence, intellectual freedom, and diversity.**

# **Stakeholders**

Stakeholders include people and groups invested in and influencing goals and activities of LCLS.

## **Member Libraries**

*Serving communities in Bond, Calhoun, Clinton, Green, Jersey, Macoupin, Madison, Monroe, Montgomery, Sangamon, and St. Clair counties: 134 library agencies, of which 60 participate in the Local Library System Automation Project (LLSAP). All member library types are represented on the Librarians Advisory Council (LAC) and the LCLS Board of Directors.*

## **Academic Libraries**

8 agencies, 9 buildings: 2 agencies participate in the LLSAP  
1 public university; 4 private colleges; 2 community colleges; 1 nonprofit college

## **Public Libraries**

56 agencies, 60 buildings: 39 agencies (43 buildings) participate in the LLSAP  
32 municipal libraries; 21 district libraries; 3 township libraries

## **School Libraries**

60 agencies, 253 buildings: 17 agencies (45 buildings) participate in the LLSAP  
55 public schools; 5 private schools

## **Special Libraries**

8 agencies, 9 buildings: 1 participates in the LLSAP  
1 private organization; 2 correctional institutions; 2 health organizations; 2 legal organizations; 1 regional office of education

## **LCLS Staff**

5 main departments:

- 🏠 Administration: charged with maintaining the efficient operation of the System; concerned with all personnel and human resources issues; ensures fiscal effectiveness.
- 🏠 Consulting: primary focus is on member training and professional development to encourage legal and effective provision of library services; provides advice to member library boards and administrators; identifies innovative possibilities for future library services.
- 🏠 Courier: primary focus is on the timely and efficient delivery of materials between libraries.
- 🏠 GateNet: primary focus is on the healthy sustainability of the integrated library system; provides training, cataloging assistance, bibliographic integrity, and software support; funded by GateNet membership fees.
- 🏠 Technology: maintains the integrity of the technological capabilities of LCLS.

## **LCLS Board of Directors**

The Board provides the governance for the Lewis & Clark Library System.  
9 directors: 5 public library trustees; 1 academic representative; 1 public library representative; 1 school library representative; 1 special library representative.

## **Illinois State Library**

The Illinois State Library, a division of the Secretary of State's Office, provides the funding for Illinois Library Systems with funds appropriated by the Illinois General Assembly. The State Library administers the Illinois Library System Act (15 ILCS 320/7(c)) and promulgates the Administrative Rules for Illinois Library Systems.

"It is the mission of the Illinois State Library to provide state government officials and employees with the information they need to make informed decisions as well as to develop and promote libraries in order to enrich the quality of life for the people of Illinois. Inherent in this mission is the State Library's advocacy of the right of Illinois citizens to read and have full access to information. The mission is accomplished by sharing library resources through the Illinois Library and Information Network."

([http://www.cyberdriveillinois.com/departments/library/who\\_we\\_are/mission.html](http://www.cyberdriveillinois.com/departments/library/who_we_are/mission.html))

LCLS assists the State Library in achieving its mission by working closely with the communities within the LCLS service area to continue the development of library services. LCLS strives to meet or exceed the *Standards for Multitype Systems* published by the Illinois State Library.

## **Illinois Regional Multitype Library Systems**

There are nine regional multitype Library Systems. These Systems exist to "encourage the improvement of free public libraries and to encourage cooperation among all types of libraries in promoting the sharing of library resources" (75 ILCS 10/1 Sec. 1).

"Illinois Library Systems take a leadership role in promoting a future where seamless library service is easily available to Illinois residents anytime, anywhere. Systems facilitate sharing of resources and information. They assist libraries of all types to be relevant to the communities they serve."

(<http://www.illinoislibrarysystems.info/systems.html>)

Illinois regional multitype Library Systems work collaboratively to provide services to libraries throughout Illinois. Each System relies on the others for expertise in specific areas. LCLS willingly shares expertise and knowledge with the other Systems.

## **Illinois Library Associations**

These include the Illinois Library Association (ILA), Illinois School Library Media Association (ISLMA), Special Library Association of Illinois (SLA-IL), Illinois Academic College and Research Libraries (IACRL), Consortium of Academic and Research Libraries in Illinois (CARLI), and others.

LCLS supports the work of Illinois library associations by actively participating on boards and committees, promoting services and programs, and keeping open lines of communication between and with the Illinois library communities and the LCLS membership.

## **Trends Expected to Impact Libraries**

*The following trends are adapted from The Horizon Report, 2007 edition ([http://www.nmc.org/pdf/2007\\_Horizon\\_Report.pdf](http://www.nmc.org/pdf/2007_Horizon_Report.pdf)):*

- The library environment is ever-changing. Costs are rising, budgets are shrinking, and the demand for both traditional and new services is growing. Libraries face competition from the for-profit sector and the Internet. Patrons increasingly demand instant access to information.
- Globalization is changing the way we work, collaborate, and communicate.
- Information literacy should not be considered a given. “Contrary to the conventional wisdom, the information literacy skills of younger people are not improving. At the same time, in a sea of user-created content, collaborative work, and instant access to information of varying quality, the skills of critical thinking, research, and evaluation are increasingly required to make sense of the world.”
- The public’s expectation of library services is being impacted by continually changing technology.

*The trends below summarize the Librarians Advisory Council (LAC) and LCLS Board strategic planning sessions on July 17, 2007:*

- Politicians will continue to develop new governmental regulations that libraries must meet, often without additional funding.
- The economic divide continues to widen with the “haves” having more, including expectations, and the “have nots” facing multiple challenges to access needed information and services.
- The area is transitioning from mostly agricultural to more suburban. However, a large portion of the LCLS service area remains rural.
- Rapid population fluctuations put stress on many libraries’ resources.
- Demographic diversity impacts collections, services, programs, etc.
- The tension between those who embrace technological change and those who don’t may begin to weaken, but does continue in the short run to remain strong.

# **Guiding Principles**

## **Leadership**

Participating in strategic and collaborative partnerships

## **Focus on Stakeholders**

Understanding the needs of stakeholders and assisting in the realization of those needs

## **Customer Service**

Providing service that is timely, accurate, and courteous

## **Commitment to Quality**

Finding innovative ways to meet and exceed stakeholder expectations

## **Agility**

Responding quickly and flexibly to new opportunities and transforming for the future; highlighting options and possibilities for library services

## **Effective Communication**

Helping stakeholders understand how LCLS can meet their needs and what value they receive from this relationship

## **Cultivation**

Supporting the best interests of member communities

## **Advocacy/Marketing**

Amplifying System and stakeholder messages

## **Fiscal Responsibility**

Building a sustainable and secure financial base through varied sources of income to support these principles

Lewis & Clark Library System  
Long-Range Plan  
2008 –2010

**Goals and Strategies**

- Results will be documented through monthly reporting structures.
- Implementation will begin immediately.
- Strategy specifics will be addressed in the Annual Plan of Service.

**GOAL A: Support organizational stewardship and sustainability**

**STRATEGIES:**

- Invest in the resources necessary to recruit and retain quality employees; ensure System staff competence as responsibilities evolve
- Evaluate programs and services to increase efficiency and effectiveness
- Assess policies and procedures and revise as appropriate
- Pursue opportunities to adapt and strengthen infrastructure
- Focus on continuous improvement
- Research, identify, and implement supplemental funding sources for LCLS

**GOAL B: Orient members to new and evolving opportunities and challenges impacting library services**

**STRATEGIES:**

- Provide relevant consulting to share discoveries and assist members in improving the effectiveness of library services
- Support staff development of libraries through professional-development programs and consulting services
- Increase the reach of professional development
- Partner with educational organizations, consortia, and library organizations to enhance professional development opportunities
- Share new information, ideas, and trends obtained via conferences, training, and the reading of professional and trade literature

**GOAL C: Strengthen alliances and partnerships**

**STRATEGIES:**

- Seek projects and/or funding with regional and/or statewide library implications
- Pursue appropriate partnerships with nonlibrary organizations to advocate the value of libraries
- Share resources, expertise, and knowledge with other regional multitype Library Systems
- Represent members in regional, state, and national library and policy forums

## **GOAL D: Enhance resource sharing among LCLS members**

### **STRATEGIES:**

- Provide courier services to deliver materials
- Act as legal authority for the Local Library System Automation Project (LLSAP), known as GateNet
- Identify and communicate best methods for group discounts
- Investigate larger units of shared resources
- Support effective use of OCLC services
- Encourage member participation in statewide initiatives
- Promote the development of digital repositories and digital archives

## **GOAL E: Innovate to proactively manage change**

### **STRATEGIES:**

- Investigate the development of a statewide research center
- Identify and implement future services that will transform System and library services
- Promote new pathways of communication

Adopted by Lewis & Clark Library System Board Action November 20, 2007