

APPENDIX

FY2021 Annual Performance Plan, submitted to Middletown Town Council January 2020

Outcomes	End Users	Strategic Goals	Measures
1. Prepare and administer a zero based annual operating budget.	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· Library's tax based operating budget meets RIGL 29-6-3.	<ul style="list-style-type: none">· Middletown receives Grant in Aid for library services.
2. Maintain a weekly schedule of 7 days, 61 hours.	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· The schedule is responsive to community needs and convenient for residents.	<ul style="list-style-type: none">· Annual statistics reflect sustained use.
3. Meet all RI Public Library Standards	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· Library operations comply with RI Public Library Standards.	<ul style="list-style-type: none">· Middletown receives Grant in Aid for library services; residents have reciprocal privileges at other libraries.
4. Provide resources in all formats to support life -long learning.	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· Library Mission: provide well-organized and up-to-date collections.	<ul style="list-style-type: none">· Annual statistics reflect sustained use; feedback is positive.
5. Provide age appropriate programs to nurture literacy, critical thinking, and technological skills.	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· Library Mission: enrich lives through information, education, and recreation.	<ul style="list-style-type: none">· Annual program attendance statistics reflect sustained use; feedback is positive.
6. Provide free access to computers, printers, Wi-Fi, copiers, scanners, tablets, 3D design, wireless printing, and streaming services.	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· Library Mission: Provide access to state-of-the-art technology.	<ul style="list-style-type: none">· Annual statistics reflect sustained use.· Public printing is self sustaining.
7. Maintain the Library's web page as the primary point of access to information.	<ul style="list-style-type: none">· Residents· Library users	<ul style="list-style-type: none">· Web Page Policy: the website will organize and provide access to resources integral to the Library's mission.	<ul style="list-style-type: none">· Web site statistics reflect sustained use.· Web site is up to date, engaging and informative.
8. Organize and provide access to Middletown documents, RI State information and historical documents.	<ul style="list-style-type: none">· Residents· Library Users	<ul style="list-style-type: none">· Collection Development Policy: maintains collection of RI sources: General Laws, historical documents, and Middletown publications.	<ul style="list-style-type: none">· All information is catalogued and publicly accessible within 30 days of receipt.
9. Provide free public meeting space during all the hours that the library is open.	<ul style="list-style-type: none">· Middletown Boards/ Commissions· RI State/US Federal Agencies	<ul style="list-style-type: none">· Meeting Room Policy: provide access to community groups and non-profits.	<ul style="list-style-type: none">· Annual statistics reflect sustained use.

· Community Garden activity, chess club, volunteerism, donations remain constant; free income tax preparation; digital literacy workshops; bookstore activity; increased collaborations with Middletown Historical Society.

- Residents
- Library Users
- Friends of the Library

· Middletown Vision Statement: a future committed to building valuable partnerships.

10. Identify and develop opportunities for community engagement.