

Grantsville City Library

Strategic Plan for 2021 – 2024



Mission Statement:

The Grantsville City Library strives to enrich lives, promote literacy, and connect people.

Vision Statements:

- The Grantsville City Library will be a vital information and resource destination for people of all ages.
- Materials, programs, outreach, and technology offered by the library will meet the changing needs of our growing community.
- Our staff will provide excellent service in a friendly environment.

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About Grantsville City Library

42 N Bowery Street
Grantsville, UT 84029
435-884-1670
<http://grantsvilleut.gov/Library/lib/>

The Grantsville City Library opened to the public in March 2013. The building funding came about as the result of an agreement between both Grantsville City and Tooele City in which long standing contention between these two entities was settled by both Mayors Brent Marshall and Patrick Dunlavy and their respective city councils before going to litigation. To quote Mayor Marshall regarding the new spirit of cooperation, “this building is a tribute or a monument to the word ‘communication’ and people learning how to talk to each other”.

The building itself is quite a showplace. It is a large building designed by the architectural firm Blalock & Partners in Salt Lake City. The 10,500 square foot facility has soaring walls of glass on both the east and west walls and an impressive glass-enclosed foyer at the main entrance located on the south side. Lots of rich mahogany serves to accent the glass both inside and outside of the building. The inverted roof line represents the Oquirrh Mountains to the east and the Stansbury Mountains to the west of Grantsville. One child recently told Mayor Marshall that it looks like an open book!

The initial library collection is based on the old Tooele County Bookmobile collection which became available for purchase when that program was dissolved in December 2012. This allowed the Grantsville City Library an opportunity to jump-start its collection development as the purchase included some 28,000 books, audiobooks, DVDs, and a reference collection. The building itself will ultimately accommodate more than 56,000 items.

The Grantsville City Library offers a full range of services to the community. This includes a popular collection of books, audiobooks, DVDs, magazines, and periodicals. As a member of the Beehive Library Consortium, we also offer digital eBooks, audiobooks, magazines, and videos. Our cardholders are eligible to research and learn using more than 20 databases at Utah’s Online Public Library. Public internet computers and free wifi are available in the library.

Additionally, the library building has multiple meeting rooms and a centrally located fireplace; an unusual feature for a library, but which fits wonderfully into the multipurpose aspect of the facility. Many Grantsville residents have already taken advantage of this by reserving space for their meetings. Others just come in to sit and enjoy the quiet ambiance that the facility offers.

Development of the Strategic Plan

This long-range strategic plan for the Grantsville City Library began with a draft in January 2021. Input was obtained from the library staff, trustees, and the public during January and February 2021. The plan was approved on April 1, 2021 by the Grantsville City Library Board of Trustees.

Participants:

Grantsville City Library Board of Trustees and Appointees:

Lori Cartwright, Chair
Janet Craven, Secretary
Char Warner
Dan Lawrence
Sharon Kuttler
Claudia Dutson
Stacy Bleazard
Jeff Hutchins, City Council Liaison
Emily Palmer, High School Liaison
Emma Randall, High School Liaison

Grantsville City Library Staff:

John Ingersoll, Director
Teena Brown
Allie Higley
Claudia Lowder
Julie Tripp
Valerie Warner

Review of the Strategic Plan

Quarterly, the Library Director will review the Strategic Plan to determine if progress is being made toward accomplishing each objective by the deadline. This review may involve specific staff members or trustees.

Annually, on the first meeting of the year, the Grantsville City Library Board of Trustees will review and discuss progress on the objectives with the Library Director.

Strategic Plan for 2021 – 2024

Vision Statement 1:

The Grantsville City Library will be a vital information and resource destination for people of all ages.

Objective 1.1 Redesign the website by April 2021 and keep it updated to allow users to easily find online databases, information about library programs, community events, and other information.

Objective 1.2 Create instructional guides for using OverDrive & Libby and other popular databases by December 2021. Distribute guides at community events.

Vision Statement 2:

Materials, programs, outreach, and technology offered by the library will meet the changing needs of our growing community.

Objective 2.1 Revive the Friends group by December 2021 to help with fundraisers.

Objective 2.2 Apply for LSTA grants at least bi-annually. Investigate other grant opportunities.

Objective 2.3 Double the Library's social media engagement by December 2021.

Objective 2.4 General statement: Install the current version of Microsoft Office on staff and patron computers. Enable wireless printing for patrons.

Objective 2.5 Replace broken and worn out furniture in the children's area. Install single study (carrels) spaces in underused areas of the library.

Vision Statement 3:

Our staff will provide excellent service in a friendly environment.

Objective 3.1 For the next open Library Technician position, give preference to applicants with experience in music, puppetry, storytelling skills, and in presenting children's programs.

Objective 3.2 By July 2024, add two staff positions:

1. Library Technician position at 25 hours per week.
2. Full time Library position for programming, outreach or collections/cataloging.

Objective 3.3 Offer quarterly or bi-annual all-staff training meetings.

Objective 3.4 Rotate conference attendance to allow library employees to attend one state (Utah Library Association), regional (Mountain Plains Library Association), or national (Public Library Association, American Library Association or other) conference at least once every three years.

Objective 3.5 Create goals and plans annually for the Library Technician assigned as the Community Outreach Liaison.

Objective 3.6 Review and revise, as needed, all policies in the Library Policy Manual by December 2022.

Objective 3.7 Write or update procedures manuals for circulation, collection development/acquisitions, and cataloging by December 2022.

Utah Library Statistics – FY 2019 & 2020

GENERAL INFORMATION:

Name of Library	Grantsville City Library	
Street Address	42 NORTH BOWERY STREET GRANTSVILLE, UT 84029-9998	
County of the Entity	TOOELE	
Telephone (include area code)	435-884-1670	
Website address	https://www.grantsvilleut.gov/departments/library/index.php	

Fiscal Year (FY) runs July1-June 30	2019	2020 (COVID-19)
Population of Legal Service Area	11,568	12,064
Number of Central Libraries	1	1
Area in Square Feet of outlet	10,500	10,500

STAFF & VOLUNTEERS:

FTE of Librarians with ALA-accredited master's	1	1
FTE of Librarians	1	1
FTE of All Other Paid Staff	3	3.13
Total FTE of Paid Staff	4	4.13
Number of individuals who worked for the library	32	30
Number of hours volunteers worked for the library	921	524

REVENUES/EXPENDITURES:

Local Operating Revenue	281,550	308,150
State Operating Revenue	5,200	5,100
Federal Operating Revenue	0	0
Other Operating Revenue	0	0
Total Operating Revenue	286,750	313,250
Local Operating Expenditures	281,350	299,482
State Operating Expenditures	5,200	5,100
Federal Operating Expenditures	0	0
Other Operating Expenditures	216	560
Total Operating Expenditures	286,766	305,142
Salaries and Wages	127,516	129,505

	2019	2020 (COVID-19)
Employee Benefits	42,329	43,755
Total Staff Expenditures	169,845	173,260
Print Materials	7,140	8,996
Electronic Materials - Digital Units	0	0
Other Materials	4,903	4,549
Total Collection Expenditures	12,043	13,545
Other Operating Expenditures	104,878	118,337
Total Operating Expenditures	286,766	305,142
COLLECTIONS:		
Print Materials	33,729	29,721
Electronic Books (e-Books)	56,508	85,034
Audio Materials - Physical Units	957	987
Audio Materials - Downloadable Titles	43,530	165,326
Video Materials - Physical Units	3,032	2,775
Video Materials - Downloadable Titles	1,816	4,277
Other Materials	57	4
Total Library Collection	139,629	288,124
Total Library Collection - Physical Items	37,775	33,487
Total Library Collection - Downloadable Items	101,854	254,637
Total Electronic Collections (State Library)	56	54
Number of Current Print Serial Subscriptions	12	12
HOURS/VISITS/USERS:		
Public Service Hours Per Year	1984	1399
Weekly Scheduled Public Service Hours	40	
Library Visits	59,437	30,520
Reference Transactions	6,893	4,768
Number of registered users	4,600	5,049
CIRCULATION:		
Total Circulation of Materials	73,827	69,507
Circulation of Children's Materials	38,705	34,094
Electronic Material Circulation	15,046	17,079
Physical Item Circulation	58,781	52,428

	2019	2020 (COVID-19)
Electronic Content Use	15,045	17,096
Total Collection Use	73,826	69,524
Interlibrary Loan - Number of Items Received from Other Libraries	148	195
PROGRAMS:		
Total Number of Library Programs	381	253
Number of Children's Programs	310	210
Number of Young Adult Programs	40	23
Total Attendance at all Programs	5,112	3,569
Attendance at Children's Programs	3,888	2,673
Attendance at Young Adult Programs	301	180
COMPUTERS:		
Number of Internet Computers for the Public	8	8
Number of Uses (sessions) of Public Computers	5,206	3,885

2019 Community Profile - Grantsville, UT

([U.S. Census Bureau](#))

Population	
Population estimates, July 1, 2019, (V2019)	12,064
Population estimates base, April 1, 2010, (V2019)	8,926
Population, percent change - April 1, 2010 (estimates base) to July 1, 2019, (V2019)	35.2%
Population, Census, April 1, 2010	8,893
Age and Sex	
Persons under 5 years, percent	9.3%
Persons under 18 years, percent	38.8%
Persons 65 years and over, percent	7.9%
Female persons, percent	44.3%
Race and Hispanic Origin	
White alone, percent	92.8%
Black or African American alone, percent(a)	0.5%

American Indian and Alaska Native alone, percent(a)	0.6%
Asian alone, percent(a)	1.8%
Native Hawaiian and Other Pacific Islander alone, percent(a)	1.4%
Two or More Races, percent	2.4%
Hispanic or Latino, percent(b)	6.3%
White alone, not Hispanic or Latino, percent	88.4%
Population Characteristics	
Veterans, 2015-2019	363
Foreign born persons, percent, 2015-2019	2.1%
Housing	
Owner-occupied housing unit rate, 2015-2019	84.3%
Median value of owner-occupied housing units, 2015-2019	\$254,700
Median selected monthly owner costs -with a mortgage, 2015-2019	\$1,567
Median selected monthly owner costs -without a mortgage, 2015-2019	\$409
Median gross rent, 2015-2019	\$862
Families & Living Arrangements	
Households, 2015-2019	3,068
Persons per household, 2015-2019	3.59
Living in same house 1 year ago, percent of persons age 1 year+, 2015-2019	84.8%
Language other than English spoken at home, percent of persons age 5 years+, 2015-2019	4.6%
Computer and Internet Use	
Households with a computer, percent, 2015-2019	96.1%
Households with a broadband Internet subscription, percent, 2015-2019	93.4%
Education	
High school graduate or higher, percent of persons age 25 years+, 2015-2019	93.0%
Bachelor's degree or higher, percent of persons age 25 years+, 2015-2019	27.0%
Health	
With a disability, under age 65 years, percent, 2015-2019	7.5%
Persons without health insurance, under age 65 years, percent	6.4%
Economy	
In civilian labor force, total, percent of population age 16 years+, 2015-2019	66.3%
In civilian labor force, female, percent of population age 16 years+, 2015-2019	55.9%
Total accommodation and food services sales, 2012 (\$1,000)(c)	1,634

Total retail sales, 2012 (\$1,000)(c)	38,687
Total retail sales per capita, 2012(c)	\$4,125
Transportation	
Mean travel time to work (minutes), workers age 16 years+, 2015-2019	31.2
Income & Poverty	
Median household income (in 2019 dollars), 2015-2019	\$72,378
Per capita income in past 12 months (in 2019 dollars), 2015-2019	\$24,904
Persons in poverty, percent	5.3%
Geography	
Population per square mile, 2010	459.8
Land area in square miles, 2010	19.34