

**Forbes Library, Northampton, MA**  
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**FY 2022 Action Plan**



## Community Hub

Forbes Library engages the community by providing a place and services that connect people and help bridge divides.

Objectives	Actions	Timeframe for Activity	By Whom
Provide a safe, secure, and comfortable place	Strengthen relationships with social safety net organizations in our community to learn from and collaborate with to assist patrons in crisis	Fall 2021	Leadership Team
The Library's collection, services and programming will reflect the cultural, ethnic, religious, economic, and gender diversity of the community	Develop an action plan in consultation with the Racial & Social Justice Advisory Committee.	Summer 2021	Leadership Team
Leverage partnerships with local organizations	Further utilize our membership in the Chamber of Commerce to develop new community partners and to increase awareness about library services and programs	Summer 2021 - Spring 2022	Administration
Provide opportunities for civic engagement	Explore a partnership with the Hampshire County Jail	Summer 2021	Cross departmental team
Create an engaging and positive atmosphere for library patrons and staff	Review library policies through a diversity, equity and inclusion lens	Winter 2021	Leadership Team

## Connecting Past, Present & Future

Forbes Library provides a connection to local history and documents today's history through our growing Special Collections, Hampshire Room for Local History, and the Calvin Coolidge Presidential Library and Museum (CCPLM).

Objectives	Actions	Timeframe for Activity	By Whom
Expand accessibility and engagement with the library's special collections	Relabel fine art collection with larger font for accessibility and added context where warranted	Fall 2021	Information Services
	Partner with local schools to offer a student research project based on the library's Special Collections	Spring 2022	Information Services/ Children's
	Appoint Historian in Residence	Spring 2022	Information Services
Increase digital access to, and awareness of, our collections	Continue crowdsourced transcription project of the multi-volume Judd Manuscript. Scan and use new Library of Congress open source tools	Summer 2020 - Spring 2022	Information Services
	Explore the Collections Assessment for Preservation Program (CAP) from IMLS	Summer 2021	Information Services
Upgrade the Calvin Coolidge Presidential Library and Museum in alignment with its mission and priorities	Submit StEPS Assessment of the CCPLM	Fall 2021	Coolidge Standing Committee
Grow collections by engaging our community to make and document today's history in partnership with other organizations	Facilitate trainings on new Moving Memory Lab equipment at our grant partner organizations	Summer 2021 - Spring 2022	Information Services
	Offer programming on preservation topics, inviting patrons to bring and digitize their own materials	Summer 2021 - Spring 2022	Information Services
	Digitize oversized unique special collection items, including maps with BPL, Digital Commonwealth, Smith digital labs, and Internet Archive assistance	Spring 2022	Information Services

## Access & Innovation

Forbes Library connects all patrons to services, resources, and technology that are convenient, relevant, and accessible.

Objectives	Actions	Timeframe for Activity	By Whom
Increase access to library services	Upgrade HVAC in preparation for the remodelling of the Young Adult Room and creation of a new programming room for children and teens	Spring 2022	Facilities Committee in Conjunction with City
	Research and attain funding for a book bike	Fall 2021	Leadership Team
Increase digital access for our community (bridge digital divide)	Reach out to community partners to identify needs as a first step to developing a plan	Winter 2021	Leadership Team
Raise public awareness of the library's resources and services	Conduct a branding campaign to highlight diversity, equity and inclusion	Spring 2022	Leadership Team/Racial and Social Justice Committee
Provide vibrant collections for all	Conduct a diversity audit of large print collection	Fall 2021	Information Services

## Children & Teens

Forbes Library fosters the love of reading, and encourages the development of creative and critical thinking skills among children and teens, from early literacy through mature readership, by offering services that spark curiosity and nurture learning.

Objectives	Actions	Timeframe for Activity	By Whom
Actively engage with the community to increase access to and awareness of collections, programs, and services available to children, teens, and their families	Launch a monthly Sensory Playtime for children with and without disabilities to play, learn and grow together.	Spring 2022	Childrens
Update and improve children and teen spaces to provide appropriate, fun, and safe spaces for all	Add a new Teen Art Corner	Fall 2021	Childrens

## Fun

Forbes Library enriches lives by providing free entertainment, recreational reading, access to the arts, and opportunities to create.

Objectives	Actions	Timeframe for Activity	By Whom
Celebrate and support authors and readers	Provide reader's advisory training opportunities for new and current staff members	Winter 2021	Information Services
Inspire and encourage the community to explore and create	Partner with Northampton High School on gallery show	Spring 2022	A&M
Provide opportunities to experience art and music	Host concerts and hands-on musical experiences throughout the year	Summer 2021	Childrens & A&M
Enhance library grounds for community building and education	Implement first stage of lawn improvements (lime and aeration)	Fall 2021	Facilities
	Apply for Master Grounds Plan grant	Fall 2021	Administration