

**Frankfort Public Library District
Strategic Plan Quarterly Assessment
August 2025—September 2025**

Highlight of Completed Progress this Quarter



Experience: Implement events and programs that promote community togetherness.

This quarter, the Library implemented a number of events and programs that promoted community togetherness. September was Library Card Sign Up Month, and the Library marketed obtaining new or renewed library cards to all members of the community. By the end of the month, 50 more cards had been created than during the same month the previous year. The storywalk installed at Prairie Park this quarter was *A Love Letter to My Library*. The storywalk panels were utilized to promote a wide range of Library services that community members may have been unaware of. The Library also hosted a Community Resources Fair with 18 local, county, and state organizations attending to promote their services to community members. The Library also started hosting Senior Planet programs to serve our older community members, and is partnering with the AARP and Township to do so.

Staff will continue to implement events and programs which promote community togetherness. (E.1, E1.2, C.2, S.2)



Communication: Create and deepen partnerships with local organizations to enhance the Library's presence in the community.

This quarter, the Library's presence the community was enhanced through many continuing and new community partnerships. The Library had a strong presence at the annual Fall Fest Parade, with every member of the Board of Trustees, in addition to staff members, Teen Advisory Board members, and Friends volunteers, marching to represent the Library. The Library was also present at the community events Back to School Bash and National Night Out, and attended 8 back to school nights at District schools. The Library worked with NAWS and the Friends of the Library group to have the combined Tales and Tails book sales and adoption events this fall, which were popular for both groups and the community. The Library also became a host site for NARCAN distribution box for the Will County Health Department. This fall, the Library, Park District, and Township held an event planning meeting to ensure that there was minimal duplication of services for the community. A new storywalk is being developed in partnership with the Frankfort Park District for Commissioners Park. The Library partnered with the Trackman Planetarium to host an educational program, and are looking to do more together in the future. The Library was a collection site for both a pet food drive and a school supply drive. Finally, the Library is planning a preschool fair, following community demand for a return of the pre-COVID event.

Staff continue to seek out opportunities to both partner with other area organizations, and find outreach opportunities in the community, outside of traditional Library spaces. (C.2)

Connects to new IPL State Standard Programming 4: “The library partners with local educational, social, cultural, and recreational organizations in order to present programs that address the community’s needs.”



Space: Make intentional and meaningful changes that align with Library and community need.

After months of planning and construction work, the Library’s East End HVAC replacement project has been completed. Disruption for staff and the public was kept to as much of a minimum as possible. The Library has received a grant to assist in the water permeation issues in the Reading Room, and that project is in its design phase, with a planned completion in Spring 2026. Several other smaller building projects were completed this quarter, including the installation of a new printer server, the implementation of a more accessible podium in the Lab, and expanding the puzzle exchange area based on demand.

The Board and Administration continues to utilize data from the budget, capital priorities, and facility assessment to address building maintenance projects as they fit the Library’s needs and budget. Staff will continue to assess Library usage and reorganize space as needs require and allow. (S.1)



Experience/Access: Utilizing Staff and Community Feedback to further develop our Library of Things Collection

Library Staff have been working on increasing promotion of the Library of Things, including a new Library of Things webpage, monthly Library of Things highlights in the eNewsletter, a Library of Things Ideabox Display, standardized branding, new organization in the online catalog, and staff training on the Library of Things collection.

Connects to new IPL State Standard Collection Management 7: “The library circulates physical objects and digital tools (a.k.a. “Library of Things”).”



Experience: Provide excellent services and experiences for patrons

Library administration developed a new Person In Charge Manual to provide staff with more guidance on responding to unusual Library events, such as inclement weather, unattended children, and staff scheduling emergencies.

Connects to new IPL State Standard Safety & Emergency Preparedness 3: “The library provides training for staff on safety and emergency preparedness. The library includes safety and emergency training in new employee on-boarding procedures.



Experience/Access/Communication: Outreach Vehicle Fundraiser

The Library has continued its Outreach Vehicle Fundraiser with another strong push for donations from local businesses.

Connects to new IPL State Standard Finance and Budget 7: “The library seeks non-traditional sources for fundraising (e.g., corporate sponsors/donations, endowments, investments) to supplement the annual budget.”



Space: Optimize Library procedures to foster environmental sustainability & stewardship.

The Green Committee has been researching partners and/or consultants for creating a long-range sustainable native landscape. They have also been researching low-cost native landscape installations.

Connects to new IPL State Standard Building & Grounds 10: “The library strives to make its buildings and grounds as environmentally friendly as possible.”



Communication/Access: Investing in new communication tools to make Library communications more accessible.

The Library developed new and updated webpages for The Lab and for the Library of Things to promote their use and make them more accessible for the community.

These communication changes seem to be successful. The utilization of additional images on these pages makes them more accessible to those who are not as strong text readers. Forms are also now available for requesting appointments in the Lab.



Access/Experience: Senior Planet Programs increase accessibility for seniors

The Library has started hosting Senior Planet Programs, which increase technology access for some less tech-savvy older adults in the community. One example included explaining how to utilize the new Jewel-Osco app to digitally clip coupons and save money.



Experience: Develop a staff culture statement and service philosophy.

A Workplace Climate Survey was sent to Staff in September. There is a discussion on developing a Staff Culture Statement planned for the All Staff Training Day in October.

Up Next Items



opportunities.

Experience: Increase internal cross-department collaboration, in order to optimize program scheduling.

Staff are looking for opportunities to plan programming in ways that allow for events for multiple age groups to be occurring around the same times, to reach wider audiences and introduce different generations of Library visitors to new



Experience: Frankfort Public Library's 60th Birthday

The Library has a 60th anniversary in May of 2026, and staff are planning ways to celebrate this anniversary with the community through promotion and programming.