

How the Mendocino County Library Supports the County's Strategic Plan

An Effective County Government

- Library and Museum staff regularly meet and collaborate on projects where their missions intersect.
- Library offers free online classes and webinars to all levels of staff from infopeople, WebJunction, CALL Academy, etc.
- Branch Managers meet monthly to confer and review progress on long term goals.
- Instituting exit interviews with all departing staff.
- Conduct staff fulfillment surveys.
- Work with Library Advisory Board in a cooperative way to ensure all tax dollars are spent equitably and responsibly and to the greatest benefit.
- All supervisors continue to provide annual evaluations and help staff meet personal goals to ensure optimal customer satisfaction.
- Have made an EDI training course on Implicit Bias a mandatory requirement of all staff.
- Are advertising job openings in new places to reach a broader pool of applicants.
- Provide regular DEI trainings for staff.
- Offer a wide variety of viewpoints in our materials and programming.
- Branches partner with schools, organizations, tribes, and non-profit organizations on programs.
- Encourage Spanish speaking staff to take the language proficiency exam so they can earn more money and feel more confident in their skills.
- Working with HR to loosen the entry requirements for non-MLIS positions.
- Regularly reach out to schedule interviews with applicants as soon as we receive their names from HR.
- Our new Department Applications Specialist is examining all our technology needs to make sure we are making the best use of funds.
- Constantly working to meet the changing needs of our communities and consulting statistics to find out where to put resources for the most impact.
- Created a records retention schedule to help eliminate unnecessary paper clutter and help staff find things more quickly.
- Branch Managers meet regularly as do Youth Librarians, Seed Specialists, etc. to ensure we're all providing the best service possible.
- Branch reports sent to Department Head every month are compiled into a CSA Report, which is ultimately published in the CEO Report monthly.
- Planning an internal newsletter like the CSA report to send out monthly to all staff.

- Our website serves to advertise community services available from other County departments and weather news, pandemic, health, disaster, etc. community resources.
- Library putting out press releases in English and Spanish and there is a Spanish language option on website, library card applications, catalogue, and informational pamphlets.
- Constantly updating Library website to reflect current offerings.
- Provide applications and other documents in both paper and electronic format.
- Library Branches work on grants together as a county unit rather than individually to make more efficient use of staff time.
- Friends of Library groups regularly look for fundraising opportunities.
- Developing an Endowment brochure to encourage bequests.

A Safe & Healthy County

- We provide information on multiple services available from County departments along with links to other departments on the library website, food security through foodbanks and seeds, etc.
- Make available COVID tests at branches when supplied by Public Health.
- Supplying condoms and other personal care items to teens.
- Hotspots
- Internet
- Laptops
- Senior programming re finances, aging in place, travel, mental health, and socialization.
- N-95 masks during fires and bottles of water when serving as cooling center.
- Evacuation tags for residents to hang on mailboxes to let law enforcement know the family had evacuated safely.
- Offer fire preparedness programming, library staff have put in hundreds of hours in Emergency Operations Center of the County during fires, PSPS, and pandemic.
- Provide resources and connections to people in the community experiencing mental stressors.
- Provide memory kits to residents experiencing dementia and memory loss to encourage remembrance and conversations with caregivers.
- Trying to partner with Social Services to develop hours in the branches where Social Workers are available to the public.
- Partnering with local police stations and sheriff regarding anti-crime programs.
- Law enforcement officer presents bike safety programs.
- Through 1,000 Books Before Kindergarten, library is hub of literacy and community involvement so that kids grow up with support and feeling connected.
- Bookmobile visits conservation camps and provides educational materials.
- Offer tutorial services for adults and children on website and in branches.

- Outreach to local tribes, schools, and nonprofits.
- Obtainable Sustainable year-round theme of videos, collection development, pamphlets, online presentations, etc. around the idea of environmental conservation.
- Frequent programming at branches on how to help the environment at home.
- Sustainable gardening
- Virtual programming
- Currently working on reducing the C footprint of Library branches by installing solar panels and battery back-ups, hope to add electric charging stations, etc.
- Provide bike racks, native plant gardens, and pollinator gardens at branches and give away seeds for people to do the same thing at home.

A Thriving Economy

- Offer programs and materials on small business development, job search and resume assistance, advertise local jobs, provide computer access to apply for positions.
- Cannabis resources available at some branches.
- Provide meeting space for people who want to collaborate.
- Provide 3-D printers where people in the community can perfect designs for patent applications.
- Open-Source Design Artistic Expression Club and the Engineering club meet at the branch.
- Assist people experiencing homelessness regularly.
- Working with CENIC to get broadband access to all parts of the county and, in the meantime, providing hotspots for checkout along with laptops and Chromebooks.
- Citizens learn practical skills as well as theory through the programs the library provides, enabling them to obtain better jobs and reach their full potential.

A Prepared and Resilient County

- Fire Safe Council meets at branches and Librarian serves on committee.
- Present instructional programs on evacuating livestock in the event of a fire.
- ABC plan prepared and available for use in the event of an emergency with a phone tree for staff to follow.
- Use our social media to spread messages of Tribes and other community-based organizations re upcoming events and potential disasters.
- Provide EIRs, etc. to communities when any planned improvement is upcoming.