



SOUTHEAST OKLAHOMA LIBRARY SYSTEM

**LONG RANGE PLAN
FY 2025 – 2029
Approved June 18th, 2024**

SEOLS Long Range Plan 2025-2029

Values

- 1. Discovery** – Libraries change lives through access to information. We offer tools, resources and guidance for learning, access and discovery. Discovery leads to lifelong learning, literacy and life skills.
- 2. Innovation** – We embrace new technologies and techniques and the role libraries play in teaching and providing those things to the public in order to prepare them for the world of tomorrow. We embrace and explore new ways to meet informational needs.
- 3. Community** - Libraries foster connections within a community. We encourage the use of library space as the community living room for community and social gathering. The library is a place where all feel safe and welcome. We enhance citizens' sense of ownership in their community and help them connect with other community resources.
- 4. Service** – We provide friendly and welcoming service to the public and one another. We invest in excellent training that produces knowledgeable and empowered staff. We strive to create welcoming and inviting environments in all of our physical and virtual spaces. Our standard of service is measured against external standards, not just our own opinion of our service.
- 5. Inclusivity** – Our libraries serve all cultures and demographics in the way in which they need to be served in an equal manner. We actively remove barriers to service and usage. All citizens have the ability to equally use the library and its resources and to find their interests, hobbies, lifestyles, politics, religions, and identities represented. We strive to accommodate persons with disabilities in the use of our technology, furniture and facilities and virtual spaces.

SEOLS Long Range Plan FY 2025-2029
Strategic Tasks

FY 2025 Tasks

- Provide additional charging stations for laptops, tablets and cell phones. (Service, Inclusivity, Innovation)
- Provide and emphasize online links to physical and mental health websites. (Discovery)
- In 3 branches offer teen programs that teach how to prepare healthy food. (Discovery)
- Purchase land for storage and operation of a bookmobile in McCurtain County (Service)
- Conduct a medication disposal take back drive across the system in cooperation with local healthcare entities or law enforcement (Community)
- Explore methods by which libraries could assist the public in SNAP benefits enrollment and renewal (Service)
- Investigate options to purchase equipment or furniture for customers to view bottom shelf materials comfortably (Discovery, Service, Inclusivity)
- Investigate the costs and feasibility of establishing Post Office drop boxes at SEOLS library locations (Service, Innovation)
- Investigate ways to provide the Oklahoma Driver's License Manual to citizens (Service, Inclusivity)
- Consider establishing an endowment fund for the maintenance of SEOLS library facilities (Innovation, Community, Service)
- Consider installing Wi-Fi benches in strategic locations (Discovery, Innovation, Service, Inclusivity)
- Install book vending machines at strategic Coal County outlets (Discovery, Innovation, Service, Inclusivity)
- Bring in a children's author of national renown for visits in Coal and Pittsburg Counties, as well as additional counties as budget allows (Discovery, Community, Service)
- Complete Phase 3 of the Furniture Replacement Plan. (Service, Discovery)
- Explore options for stable step stools for children to use the sinks in restrooms. (Accessibility)
- Explore the cost of purchasing hand sanitizing stations in all libraries. (Service)

FY 2026 Tasks

- Participate in health fairs and work with schools to promote blood drives, health screenings, suicide prevention, etc. (Community)
- Develop programs and resources for coping with social media overload. (Innovative)
- Provide public access, including web links, to economic, financial, and consumer information. (Discovery)
- Provide space for sensory programs and the connecting of families whose children have sensory needs. (Service, Innovation)
- Develop programs about cyber security, web safety, and cyber citizenship. (Service, Innovative)
- Libraries partner with entities to provide access to tele-med appointments. (Innovative)
- Invite OSU Extension offices to offer food and dietary programs in each branch. (Discovery)
- Begin Construction of a Bookmobile Storage Center in McCurtain County (Service, Innovation)

SEOLS Long Range Plan FY 2025-2029
Strategic Tasks

- Purchase a Bookmobile to operate out of McCurtain County and serving McCurtain, LeFlore and Choctaw Counties. (Service, Inclusivity)
- Research the feasibility of operating passport processing centers in SEOLS libraries (Discovery, Innovation, Service, Inclusivity)
- Investigate the feasibility of secured document shredding and paper recycling bins such as Shred-it (Community, Service)
- Investigate coffee stations in all SEOLS libraries as space allows (Community)
- Implement e-sport programs in 4 SEOLS libraries (Innovation, Community)
- Investigate possibilities for adding staffed library service in the community of Tupelo (Community, Service, Inclusivity)
- Complete Phase 4 of the Furniture Replacement Plan (Service, Discovery)
- Give local farmer's markets an opportunity to promote their services where available. (Community)

FY 2027 Tasks

- Experiment with delivery service to home-bound customers. (Inclusivity, Innovation, Service)
- Create programs that reward youth for being active and visiting parks and nature sites, such as story walks. (Service, Discovery)
- Provide access to musical instruments and encourage creativity in both indoor and outdoor settings. (Innovation)
- Evaluate the furniture needs of all meeting rooms and consider purchasing needed furniture. (Service)
- Provide interactive mats and tables for children at each library. (Service, Inclusivity)
- Assist and participate in planning and promoting job/career fairs offered locally. (Discovery)
- Provide "sensory boxes" for use by customers while using the library to support neurodivergence. (Innovation, Inclusivity)
- Purchase an outreach vehicle to promote the system and deliver services outside of libraries. (Service, Innovation, Inclusivity)
- Partner with three communities to install story walks in parks or along walking trails (Discovery, Community, Inclusivity)
- Investigate providing walkers with baskets for the use of customers experiencing mobility issues (Discovery, Service, Inclusivity)
- Install privacy/telecommunication pods in multiple SEOLS libraries (Discovery, Innovation, Service)
- Complete Phase 5 of the Furniture Replacement Plan. (Service, Discovery)
- Replace all water fountains with combination water fountain/bottle filling stations (Innovation, Community, Service)

FY 2028 Tasks

- Consider adding study booths in all branches. (Service)
- Invite community partners (banks, investments firms, accountants) to share resources and present programs. (Community)

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Strategic Tasks

- Provide career resource corners with resources and equipment for job searching. (Service, Innovation)
- In 5 branches offer adult cooking classes with an emphasis on healthy food. (Discovery)
- Experiment with a community calendar in each library. (Innovation, Community)
- Engage school, business and community leaders at least annually in discussion with a library presence. (Community, Discovery)
- Launch self-checkout service in 3-5 libraries (Service, Inclusivity, Innovation)
- Partner with groups to conduct health screenings at the library. (Service, Inclusivity)
- Begin Service of Second Bookmobile to operate out of McCurtain County and serving McCurtain, LeFlore and Choctaw Counties. (Service, Innovation, Inclusivity)
- Work with local partners to provide feminine hygiene products for free in library restrooms (Community, Service, Inclusivity)
- Complete Phase 6 of the Furniture Replacement Plan (Service, Discovery)

FY 2029 Tasks

- Campaign to transition service clubs and organizations to meeting in the library and offering the library's technology for meetings (Community)
- Offer programs/classes on Alzheimer's and dementia for caregivers (Discovery, Inclusivity)
- Invite county Health Departments to present programs and resources annually at each branch (Discovery, Community)
- Explore possibilities to provide electrical vehicle charging stations in three full service libraries (Innovation, Service)
- Investigate the feasibility of working with communities who do not currently have food pantries to establish free little libraries (food pantries) in 5 communities (Community, Service)
- Complete Phase 7 of the Furniture Replacement Plan (Service, Discovery)

SEOLS Long Range Plan 2025-2029
SEOLS Furniture Replacement Plan

Overview

Until 2021 SEOLS had never targeted comprehensive replacements of furniture in a library. Instead we focused on saving as much money as possible by using items beyond wear and tear, applying band aid repairs, replacing bits and pieces, and-worst of all-passing used furniture and equipment from larger to smaller SEOLS libraries with the expectation they should be thrilled and grateful to receive junk. We have failed our customers and we have failed ourselves with such practices. It is therefore, with great pleasure, that we present a comprehensive SEOLS furniture replacement plan.

Lessons Learned

The 2021 Coalgate and Hartshorne furniture projects taught us much about this process. We now have a better idea of costs for comprehensive updates, how to prepare the RFPs for vendors, and how to prioritize. Walking away from these experiences we identified two keys to approaching these projects.

Determine your service point first.

Not only does the primary service desk (circulation desk in traditional library jargon) cost the most, it also dictates where we will place everything else. In each library the service desks take up too much space and send the wrong message with their boring, traditional designs. If we replace these first, we can breathe new life into a library just by having a contemporary and inviting service point. To be clear, we don't recommend spending a ton of money to look "cool" as that would cost an excessive amount of money and fail to age well. Instead we want to install elegant desks that will withstand the test of time.

Spread it out.

Replacing all the furniture and shelving at one time consumes a lot of time and energy. It works best to tackle the furniture sections one at a time. As discussed above, first we need to figure out our service points. From there, our shelving in almost every library needs to be replaced with shorter, mobile units. Finally, with those large pieces set we can tackle seating and tables to naturally fit within the layout.

We propose a four-step plan for most libraries, with phases typically occurring one per year.

- Step 1: Replace the circulation desk and, if possible, add additional service desks and computer tables.
- Step 2: Replace the library shelving, update the children's area and, as the budget allows, start replacing some tables and seating.
- Step 3: Replace tables, seating, displays and the children's area.
- Step 4: Commission a design firm to create and install signage. This signage will direct customers to meeting rooms, bathrooms, exits, service points and material types.

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SEOLS Furniture Replacement Plan

Budgeting Furniture Phases*

Phase 3 FY 24-25	Phase 4 FY 25-26	Phase 5 FY 26-27	Phase 6 FY 27-28	Phase 7 FY 28-29	Phase 8 FY 29-30
Broken Bow Step 3 \$40,000	Arkoma Step 1-2 \$40,000	Idabel Step 1 \$80,000	Heavener Step 1 \$60,000	Hugo Step 3-4 \$130,000	Heavener Step 2-4 \$120,000
Quinton Step 2 \$50,000	McAlester Steps 1-3 \$550,000	Stigler Step 3 \$40,000	Hugo Step 1-2 \$160,000	Talihina Step 1 \$50,000	Idabel Step 4 \$20,000
Spiro Step 1-2 \$50,000	Spiro Step 3 \$20,000	Wilburton Step 1 \$80,000	Idabel Step 2-3 \$200,000	Wilburton Step 2-4 \$85,000	Talihina Step 2-4 \$60,000
Stigler Step 1 \$50,000	Stigler Step 2 \$80,000	Arkoma, Broken Bow, Coalgate, Hartshorne, McAlester, Poteau, Quinton, Spiro, Stigler and Valliant Step 4 \$60,000			Wister Step 1-4 \$100,000 Wilburton Step 4 \$15,000
\$190,000	\$740,000	\$260,000	\$420,000	\$265,000	\$315,000

Completed Furniture Projects

Broken Bow – Steps 1-2

Coalgate – Steps 1-3

Hartshorne – Steps 1-3

Poteau – Steps 1-3 (all furniture was replaced in 2018 after 2017’s sewage backup)

Valliant – Steps 1-3

* Subject to SEOLS Board approval and budget availability