

Battle Creek Public Library
Battle Creek, IA

Planning Document

1. The Battle Creek Public Library serves infants and preschoolers through older citizens. This is done by purchasing materials for all age levels. The purpose of the collection is to provide reading enjoyment, to provide information, and for the education of all patrons.

The Battle Creek Public Library holds approximately 11,000 titles. Thirty periodicals are subscribed to, and five periodicals are donated to the library.

Library hours are as follows:

| | |
|-----------|-------------------|
| Sunday | Closed |
| Monday | 2 to 7 p.m. |
| Tuesday | 2 to 6 p.m. |
| Wednesday | 2 to 6 p.m. |
| Thursday | 2 to 7 p.m. |
| Friday | 2 to 5 p.m. |
| Saturday | 11 a.m. to 3 p.m. |

Services offered include:

Reference Services: Helping patrons use information sources inside and outside the library and providing personalized answers to questions.

Programming Services: Providing programs to inform, to educate, and to entertain patrons and to promote library use (the summer reading program is such a service.)

Materials Use Services: Providing materials in many different formats for use inside and outside the library.

Materials Access Services: Library users need to be able to find what they are looking for. The following two services help to provide this:

- Interlibrary Loan Services: Services that give the local library patron access to materials that are not available in the local collection.
- Open Access: Services that enable library users to directly borrow materials from other Iowa libraries. Libraries participating in the program are reimbursed for each item they loan to a non-resident user. This is a cooperative program designed to link people with resources.

1. The Battle Creek Public Library employs a library director and a library assistant. (Job descriptions may be found in this planning document.)

2. The Battle Creek Public Library Board of Trustees consists of seven members appointed by the mayor with the approval of the city council (No more than two members are to be from a rural area.). Terms of office are for six years.

3. The Battle Creek Public Library is publicly funded by the city of Battle Creek and by Ida County in Iowa. Enrich Iowa (State of Iowa) funds are also given to the library (Enrich Iowa started in 1999.).

a. Mission Statement

The Battle Creek Public Library shall function as the central access point to information media for the education, enlightenment, and enjoyment of all people in the community.

b. The Battle Creek Public Library was established to serve the community of Battle Creek, primarily a farming community. The population of Battle Creek is approximately 713 persons. There are many pre-school age children in the community as well as many older and retired persons. Battle Creek at the present time does not have any school buildings. The community no longer has a pre-school for the pre-school age children. Therefore, the library does not have a regular story hour. Because the community does have a large population of older and retired persons, there is a need at the library for materials for that age group. The library does have a fairly good selection of large print materials and has recently added to it. The library also exchanges the large print collection with other local libraries.

c. One of the goals that the Battle Creek Public Library does have in place at the current time is that of conducting surveys periodically to see that the library is meeting the needs of the patrons.

d. Two objectives that relate to the goal stated in number 4 are:

a. Objective #1: The library will carry out surveys on a regular basis (Community surveys as well as surveys with those patrons who do use the library).

b. Objective #2: The library will collect data and information and use it effectively to ensure that they are meeting the patrons' needs.

Date Reviewed by Board: November 6, 2019

Date Amended by Board: December 4, 2019