

***KDLA***  
***STRATEGIC***  
***PLAN***  
***2007***

## **MISSION**

The mission of KDLA is to support and promote access to library services and to ensure that documentation of government activities is created, preserved and made available for public use.

## **VISION**

We envision a future in which Kentuckians value the importance of libraries and Kentucky government records and we are recognized for:

- Innovative and creative approaches for preserving and providing access to government records
- Enabling libraries to be essential to their communities
- Being a valued partner in the educational and economic development of the Commonwealth

## **CORE VALUES**

### **EQUAL ACCESS**

We believe that all citizens in Kentucky have the fundamental right, as embodied in the U.S. Constitution and the Bill of Rights, to have full access to all information.

### **QUALITY SERVICE**

We are committed to flexible, customer-focused service. We value customer feedback, innovation, and continuous improvement.

### **STEWARDSHIP**

We uphold the public trust by protecting privacy and confidentiality and by assuring continued preservation of and access to unique resources.

### **PROFESSIONALISM**

We are committed to reaching our full potential and maintaining the highest professional and ethical standards in an open, respectful, and positive work environment.

**COLLABORATION**

We believe our success requires teamwork among co-workers and divisions and cooperation with external partners.

**LIFELONG LEARNING**

We believe opportunities for lifelong learning are essential for enriching the personal and professional lives of employees, customers, and citizens.

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October 2007

# GOAL 1

1. Effective services for library and government records customers.

1.1. To achieve 100% participation in the self evaluation for Kentucky Public Library Standards.

1.2. To assist every county in providing a library that meets Essential Kentucky Public Library Standards.

1.3. To assist libraries in attaining Enhanced and Exemplary Kentucky Public Library Standards.

1.4. To implement selected recommendations of the Hunter Report.

1.5. To expand the use of technology to improve service delivery.

1.6. To anticipate and provide training that meets customer needs.

1.7. To increase the use of state library services by state agency employees and public library staff.

## **GOAL 2**

2. Efficient management of all KDLA resources.
  - 2.1. To recruit, develop and retain quality employees.
    - 2.1.1. To review and update the KDLA Training Institute on an annual basis.
    - 2.1.2. To review and update flex-time and telecommuting options on an annual basis.
    - 2.1.3. To develop a formal recruitment plan for targeted job classifications by December 31, 2007.
    - 2.1.4. To identify, develop and implement appropriate classification and compensation changes by December 31, 2009.
  - 2.2. To improve all levels of internal communication.
  - 2.3. To operate repository facilities that meet established standards for preserving public records in all formats.
    - 2.3.1. Secure funding for construction of an archival facility addition.
  - 2.4. To review and upgrade technology resources on an annual basis.

## **GOAL 3**

### **3. Recognition and support for library and government records services.**

- 3.1. To develop and enhance partnerships that will increase the visibility of library and government records services.
- 3.2. To encourage the creation and retention of library taxing districts.
- 3.3. To support library boards in obtaining annual increases in revenue.
- 3.4. To increase compliance with existing responsibilities under records management statutes.
- 3.5. To increase the willingness and ability of the general public to advocate for library and government records services.