



Plan of Service

A Living Document for NTLP Fiscal Years 2013 –2015

**This plan was created and also revised based on feedback from the NTLP Board of Directors, NTLP Staff, the NTLP Partner Advisory Committee, NTLP Development Committee, Partner Library Directors, and members of Focus Groups.
(September 2012; revised January 2013)**

Our Vision:

Strong Successful Libraries

Our Mission:

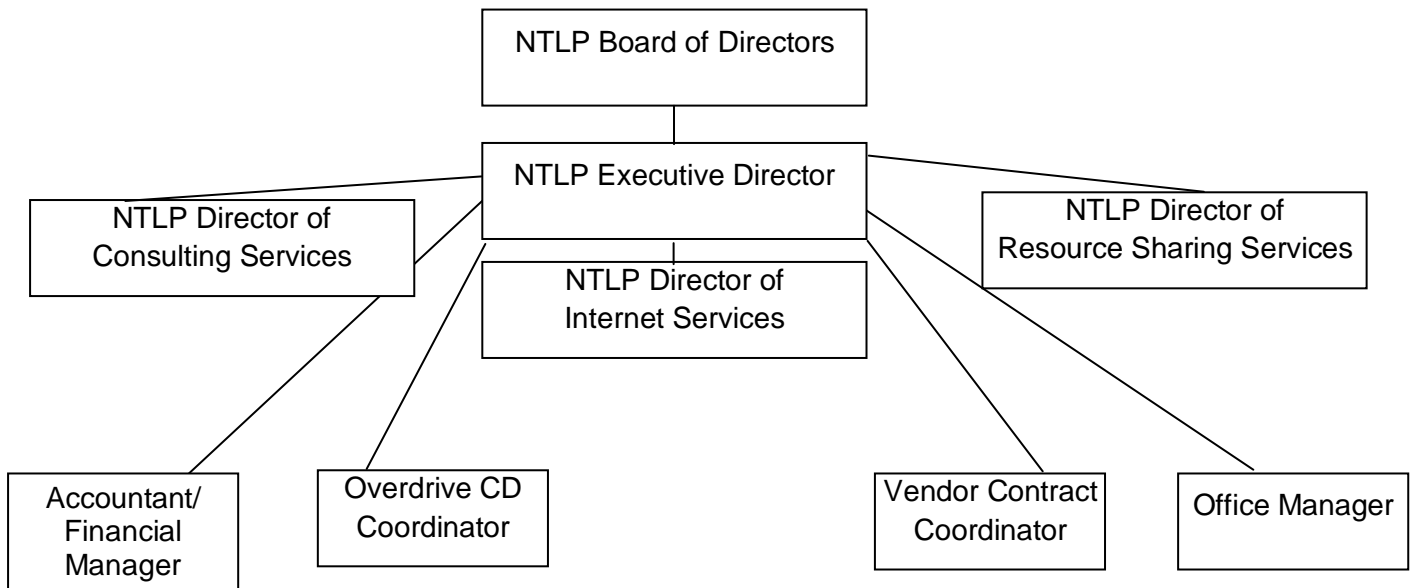
To advance libraries and the communities they serve through innovative information technology, education, and collaborative library support services.

The Mission Principles of NTLP are the following:

- Facilitate Collaborative Library Services
 - Advocate on Behalf of Libraries
- Focus on New Opportunities for Libraries
- Advance Professionalism and High Standards in Library Service
- Support Sustainable and Transformational Projects in Libraries

NTLP Overview FY 2013
October 1, 2012 through September 30, 2013

NTLP ORGANIZATION CHART



NTLP BOARD OF DIRECTORS: FY 2013

All members serve at large.

Ken Haas, *Chair*

Cecil Carter, *Vice Chair and Parliamentarian*

Craig Elam, *Secretary*

Dana Wood, *Treasurer*

Ray Stephens, *Member*

Tina Hager, *Member*

Bobbie Quinten, *Member*

4 vacancies

NTLP BOARD-APPOINTED COMMITTEES AND MEMBERS

Partner Advisory Committee

Daniel Berdamer, *Director – Forest Hill Public Library*

Gwen Bevill, *Director – Kennedale Public Library*

Ken Haas, *Chair – NTLP Board of Directors*

Kate Lyon, *Director - Euless Public Library*

Lisa Smith, *Deputy Director – UNTHSC Gibson D. Lewis Library*

Steve Standefer, *Director – Mansfield Public Library*

LG Swift, *Manager – Fort Worth Library*

Betty Waits, *Retired Librarian*

Connie Walker, *Director – Joe A. Hall High School and Community Library (Venus)*

Development Committee

CHAIR: Cecil Carter, *Vice Chair and Parliamentarian – NTLP Board of Directors*

Dana Wood, *Treasurer – NTLP Board of Directors and Chair – NTLP Finance Committee*

Craig Elam, *Secretary – NTLP Board of Directors*

Michael Baldwin, *Director – Benbrook Library District*

Janis Roberson, *Director – Grapevine Public Library*

NTLP BOARD-APPOINTED COMMITTEES AND MEMBERS

Finance Committee

Dana Wood, *Treasurer – NTLP Board of Directors and Chair – NTLP Finance Committee*

Cecil Carter, *Vice Chair and Parliamentarian – NTLP Board of Directors*

Craig Elam, *Secretary – NTLP Board of Directors*

Executive Committee

Ken Haas, *Chair of NTLP Board of Directors*

Cecil Carter, *Vice Chair and Parliamentarian – NTLP Board of Directors*

Craig Elam, *Secretary – NTLP Board of Directors*

Dana Wood, *Treasurer – NTLP Board of Directors and Chair – NTLP Finance Committee*

NTLP Goals and Action Plans

Goal #1: Develop Strong NTLP Board of Directors

Action Plan:

- Seek up and coming leaders in the communities through universities and leadership institutes.
- Promote the Board through libraries and library organizations.
- Annual Board retreat for training and development

Goal #2: Library Advocacy Action Plan

Action Plan:

- Complete 3 Advocacy videos to be shared on YouTube, webpages of NTLP and libraries, and shared with media. Contact local media morning shows, news shows and newspapers for publicity.
- Design www.supportlibraries.org for library advocacy resources.
- Provide a booth at the Texas Municipal League's annual conference to introduce NTLP to city leaders.

Priority Goal #3: Ebook Platform Action Plan

Action Plan:

- Design in-house library Ebook platform and content development.
- Increase founding libraries to 15.
- Seek corporate sponsorship of project
- Have 2.5 FTE dedicated staff for project by end of year.

Priority Goal #4: Building Partner Services Action Plan

Action Plan:

- Provide three conferences each year: TechNet, Supporters, and RefNet
- Provide face to face workshops with a minimum of 6 per year.
- Provide staff development, consulting services, and other continuing education opportunities as requested.
- Coordinate programs and services beneficial to partner libraries, such as literacy, working with autistic children, accessibility services, etc.
- Negotiate vendor discounts, group discounts, and consortium discounts.
- Coordinate/Manage Consortiums as third party organization.
- Schedule meetings with Partner Advisory Committee quarterly.

Priority Goal #5: Technology Action Plan

Action Plan:

- Seek a grant for technical support for partner libraries: such as the TANG program.

- Maintain NTLT webpage and auxiliary sites such as NTLT’s Facebook, Twitter, YouTube, Blog, Newsletter and Listservs, et al.
- Continue to provide technical support for Plinkit libraries as allowed by TSLAC.
- Monitor technology trends for libraries and share through NTLT networks.

Priority Goal #6: Maintain Other Current Services

Action Plan:

- Other services that have been offered as a System service or NTLT service will be evaluated throughout the fiscal year by NTLT staff for inclusion or exclusion based on the NTLT Mission Principles.

Priority Goal #7: Development Action Plan

Action Plan:

- Constituency Mapping to determine “like-minded” individuals, businesses and organizations. Create links for those with philanthropic potential, earned income, strategic relationships and in-kind donations.
- Select a data management service to develop a database of donors/contacts.
- Evaluate Partner Fee Schedule
- Evaluate Fee for Services Model currently in use
- Grantseeking: Submit a minimal of four grants each fiscal year.
- Major Donor Solicitation: Seek individuals with past affiliations with NTRLs / NTLT (past Board members, retired library directors, past staff)
- Planned Giving: Seek individuals with past affiliations with NTRLs / NTLT / Other Systems
- Corporate Solicitations: Project specific / cause related marketing opportunities
- Speak with financial advisor concerning creating an endowment fund.
- Work with Libraries for Democracy and other organizations to create a Speaker’s Bureau

VISION 2015

A diverse coalition of over 100 public, academic, and special libraries, large and small, rural and urban, located throughout North Texas and beyond, are maximizing their potential by leveraging limited resources through participation in NTLT, a self-supporting, collaborative library service organization. A growing number of NTLT Members are viewed as high-performing, cost-effective libraries, exceeding their users’ expectations through a customizable array of services, including:

- ✓ Innovative information and library technologies,
- ✓ Training and continuing education opportunities,
- ✓ Shared purchase of vital information resources,
- ✓ Specialized consulting services and products,
- ✓ Strategic planning assistance, and
- ✓ Professional advocacy support.