

Strategic Business Plan for NM Office of State Engineer Library

This document comprises a strategic plan for NM Office of State Engineer Library. It reviews its strengths, weaknesses, threats and opportunities; presents a series of fundamental statements relating to NM Office of State Engineer Library's vision, mission, values and objectives; and sets out NM Office of State Engineer Library's proposed strategies, goals and action programs.

Strengths, Weaknesses, Threats & Opportunities

This strategic plan addresses the following key strengths, weaknesses, threats and opportunities which apply to NM Office of State Engineer Library now and in the foreseeable future:

Strengths:

- Customer service
- Broad historic collection
- Collection circulates
- One-of-a-kind materials
- Professional librarian networking with other libraries

Weaknesses:

- Staffing
- Lack of current material
- Location; condition of facility
- Collection accessibility via Internet
- Space
- Technology (including access to electronic databases, wifi and computers for researcher use, and Web design)

Threats:

- Financial support (new materials, preservation, staff professional development, additional staff, etc.)
- Not owning our own catalog

Opportunities:

- Unique collection
- Broad distribution of tax-payer paid for information
- Broader knowledge of OSE collections and availability to public
- Make legislature more aware of library

Vision

The OSE Library will continue expanding the collection and support staff to become the premier water resources library in the Southwest.

Mission Statement

The Office of the State Engineer Library (“the OSE Library” or “the Library”) serves all the citizens of New Mexico as the State Library of Water Resource Information by developing and maintaining a comprehensive collection covering selected aspects of the history, science, law, use, and management of New Mexico’s water resources, in a variety of formats. It is further the mission of the OSE Library to make this information conveniently available through both traditional and developing forms of access and delivery. A professional librarian (“the OSE Librarian”) manages the Library and strives to support the information needs of The Office of the State Engineer and other users of the OSE Library by:

- providing information resources and services to meet the demands and needs of all OSE Library users;
- purchasing and acquiring materials as needed to maintain, update, or enhance the collection;
- educating the Library’s users, in support of the State Water Plan, in areas of developing water resources, conservation and efficient use of water, drought planning, protecting, maintaining, and enhancing the quality of the State’s waters, providing for fish and wildlife habitat preservation and maintenance and for river restoration, senior water rights, maintaining and enforcing interstate stream compact compliance, and, when appropriate, assisting in water rights adjudications;
- collecting, preserving, restoring, and cataloging all materials acquired or purchased for the collection, including documents produced in-house; and
- working with the Information Technology unit to maintain and update the Library’s web presence.

Corporate Values

The corporate values governing NM Office of State Engineer Library's development will include the following:

- The OSE Library provides excellent customer service to aid access to the collection.
- The OSE Library collection covers all matters relating to water resources in New Mexico and the Southwest with breadth and depth.

Business Objectives

Longer term business objectives of NM Office of State Engineer Library are summarized as:

- Provide online access to digital collections.
- Complete cataloging of collection and move to our own online catalog.

Key Strategies

The following critical strategies will be pursued by NM Office of State Engineer Library:

1. Apply for grants to digitize Hydrology and Tech Reports
2. Apply for grants to cover costs for original cataloging of water plans
3. Apply for grants to create aquifer test database with search and clickable map capabilities

The following important strategies will also be followed:

1. Work with Planning & Communications to get library more press
2. Develop partnerships with other libraries (e.g., something with WRRI or Tech)
3. Continue to explore possibilities re: catalog

Major Goals

The following key targets will be achieved by NM Office of State Engineer Library over the next 3-4 years:

- Obtain grants for digitization projects
- Obtain grant for cataloging project
- Continue to pursue funding for professional development, additional staff, and purchase of catalog
- Work with Planning & Communication to promote OSE Library