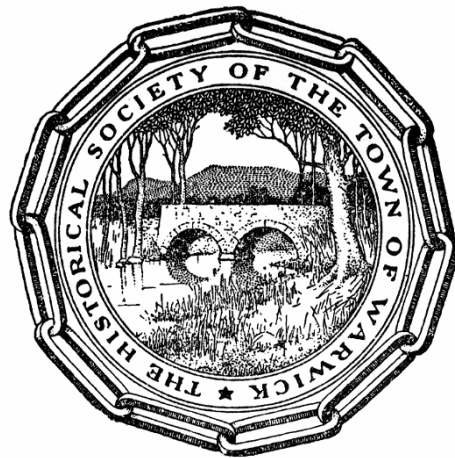


HISTORICAL SOCIETY
OF THE TOWN OF WARWICK

STRATEGIC PLAN 2005-2009



JANUARY, 2005

Historical Society of the Town of Warwick Strategic Plan 2005-2009

Mission Statement

The Historical Society of the Town of Warwick believes that an understanding and appreciation of our historic heritage is essential to maintaining a unique and meaningful identity as a community. The mission of the Society is to celebrate and preserve the history of the Town of Warwick and its people and to assure that this legacy is passed on to future generations. Towards this end we will: educate and engage a diverse public through a variety of programs; maintain our museum buildings, properties, and collections; research and publish historic records; identify and encourage preservation of significant places and structures throughout the town; and manage the society openly, ethically, and professionally.

The Planning Process

This plan was generated over several months in late 2004 by board members, with input from several representatives of the general membership. The plan addresses directions for the Society for the next five years, beginning in 2005. Strategies for the successful completion of the plan cluster around five broad goals that support the Society's mission. Strategies have been given short-term (Year 1-2), medium-term (Year 2-4), and long-term (Year 3-5) time frames. The plan will be updated annually by the full board or by committee. A member of the executive board will review strategies and tasks monthly.

Thanks to the members of the Planning Committee who participated in developing the Strategic Plan: Marina Alario, Tom Frangos, Sue Gardner, Sandy Glazman, Richard Hull, Betty Hurd, Al Lewis, Sean Loftus, Don Lomax, Michael Newhard, Henry Nielsen, Sybil Skinner, Sheila Warner, Raey Webster. Special thanks to our supporting consultant, Anne Ackerson. The planning process was supported by a grant from the Upstate History Alliance.

Our Goals

In the process of developing our goals, the Society identified two general categories: those related to the reasons for our existence, (Goals 1, 2, and 3) and those of governance and human resources that are the means by which we achieve our mission (Goals 4 and 5).

1. Community:

To educate, enrich and engage a diverse community about Warwick history through a variety of exhibits, relevant programs, and publications.

2. Buildings and Properties

To preserve, maintain and restore our historic properties.

3. Collections

To care for and enhance our collections and to provide appropriate access to them.

4. Finances

To provide sound fiscal management through financial planning and oversight, and to develop and enhance our financial support base by reaching out to our members, our current and potential financial contributors, supporters, and the community at large.

5. Governance, Membership and Human Resources

To refine and implement a governing and organizational structure which provides for stability, the growth of an active membership that supports the Society financially and attracts participation of volunteers, and sufficient human resources to insure our long-term ability to meet our mission.

Strategies

Goal 1: Community

To educate, enrich and engage the diverse community about Warwick history through a variety of exhibits, relevant programs, and publications.

Strategy A: Evaluate and update current museum exhibits and tours to reflect our mission and current museum standards and practice. *(short term)*

Strategy B: Evaluate current educational programs and publications, and their effectiveness. *(short term)*

Strategy C: Develop new programs as needed. *(medium to long term)*

Goal 2: Buildings and Properties

To preserve, maintain and restore our historic properties.

Strategy A. Identify maintenance and restoration needs, establish annual cyclical maintenance reviews and plans, perform repairs and restorations, and establish use policies. *(short to long term)*

Goal 3: Collections

To care for and enhance our collections and to provide appropriate access to them.

Strategy A: Establish collections committee to address issues about management, care and access of our collections. *(short term)*

Strategy B: Develop collections management policies and procedures with the approval by the board. *(medium term)*

Goal 4: Finances

To provide sound fiscal management through financial planning and oversight, and to develop and enhance our financial support base by reaching out to our members, our current and potential financial contributors, supporters, and the community at large.

Strategy A: To assure a strong financial base, we will evaluate and analyze current financial situation to assess strengths and weaknesses, needs and goals. *(short term)*

Strategy B: Continue existing fundraising activities, programs and events to support long-range financial goals and needs. *(short term)*

Strategy C: Develop new fundraising activities, programs and events to meet goals and needs. *(medium to long term)*

Goal 5: Governance, Membership and Human Resources

To refine and implement a governing and organizational structure which provides for stability, the growth of an active membership, and sufficient human resources to insure our long-term ability to meet our mission.

Strategy A: Analyze and update organizational structure to meet our needs and NYS requirements. *(short term)*

Strategy B: Enhance the governing capacity of the board by providing officers and trustees with training, job descriptions, and guidelines for administration and ethical practices. *(short term)*

Strategy C: Undertake a campaign to increase our membership and develop the capability to manage membership files so as to improve communications. *(short term)*

Strategy D: Expand the volunteer base and improve volunteer resources by creating a recruitment program, developing job descriptions for our volunteers, communication tools, training, and policies and procedures. *(short to medium term)*

Strategy E: Identify staff needs necessary to implement the Society's programs and the strategic plan. *(short term)*