

**JULY 2022**



**TROY LIBRARY & OPPORTUNITY CENTER**

## **PROJECT REPORT**



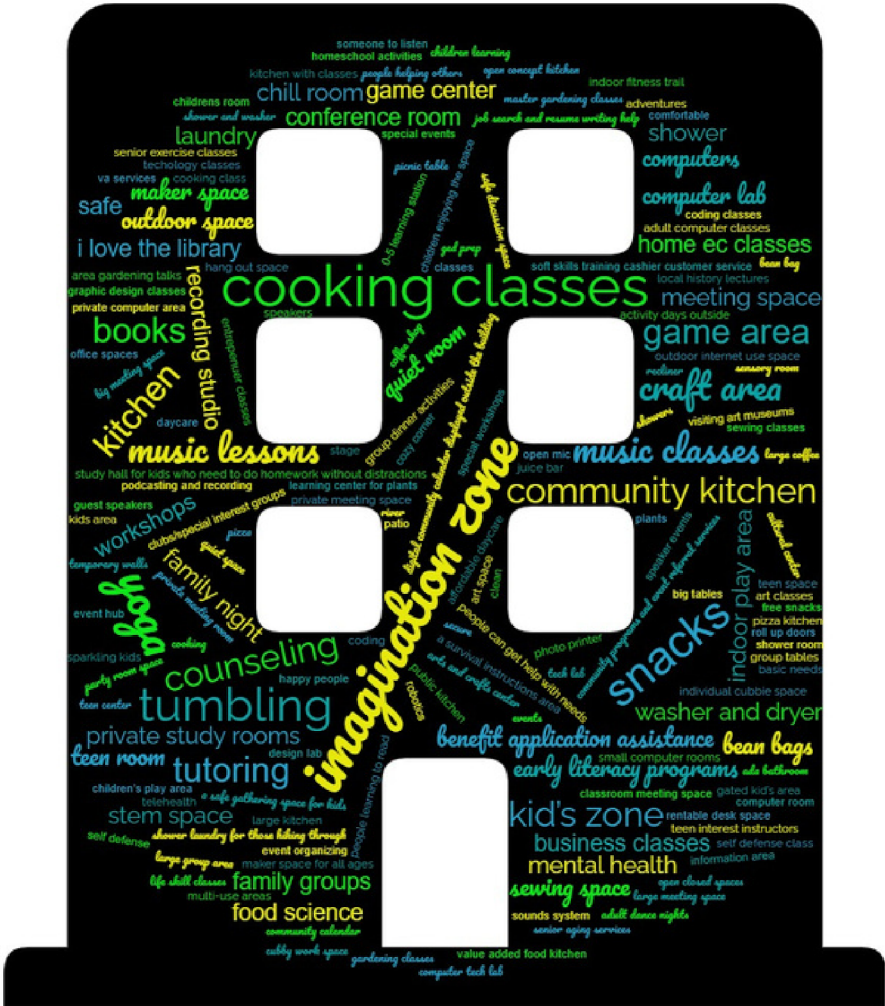
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# T.L.O.C. OVERVIEW

The Troy Library and Opportunity Center project focuses on transforming the Troy Branch of Lincoln County Library into the Troy Library and Opportunity Center (TLOC), through partnership, collaboration, and community visioning. This needed community asset will reduce barriers to access services and resources and will improve health outcomes for the citizens of Troy, Bull River, Yaak, and surrounding remote areas.

The TLOC project is currently facilitated by a core of multiple community resource agencies including Lincoln County Library, Lincoln County (MT) Government, Zero to Five Lincoln County, Lincoln County Unite for Youth, Spring Up Troy, Troy United Methodist Church, Kootenai Job Service, and Western Montana Mental Health Center. Additional program support is provided from the following community agencies: Troy School District, Head Start Troy, United Way of Northwest Montana, Nurturing Center Kalispell, Troy Chamber of Commerce, City of Troy Government, and Lincoln County Health Department.





# PROJECT GOALS



## Project Goal 1:

### COMMUNITY VISIONING

Lincoln County Library and T.L.O.C. partners have prioritized community visioning and input in the planning phase of the project. We have utilized multiple strategies including surveys, meetings, and canvassing. Feedback has been gathered at community events, community visioning sessions, surveys in person, and via mail.

## Project Goal 2:

### PARTNERSHIPS

TLOC has multiple partners committed to this project, and the team has worked hard to secure additional commitments from other community identified agencies such as Kootenai Job Service, Nurturing Center Kalispell, and United Way of Northwest Montana.

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### Project Goal 3:

#### OPERATIONS PLAN

Lincoln County Library has begun developing an operational plan that addresses the commitments, logistics, and shared agreements of the partners involved in the project. The Standard Operating Procedures document will be addressed as soon as the building has been designed. This document will likely change as facilities are implemented. The current partnership uses existing Lincoln County Library policies with MOUs specific to each partner, and planning forms specific to each event or program.

### Project Goal 4:

#### SUSTAINABILITY PLAN

TLOC will also need a sustainability plan that addresses both capital and program needs. Lincoln County Library has engaged a contract grant manager to help to develop this plan, which will be informed in part by the operations plan. This plan is ongoing as the building model is developed. Partners have developed a collective work agreement to ensure strong long-term partnerships and shared resources.



# MEASURING PROGRESS

Community visioning and feedback have been a major focus for the TLOC team in the past year. It is imperative to the success of the project that the community has input and ownership of this project.

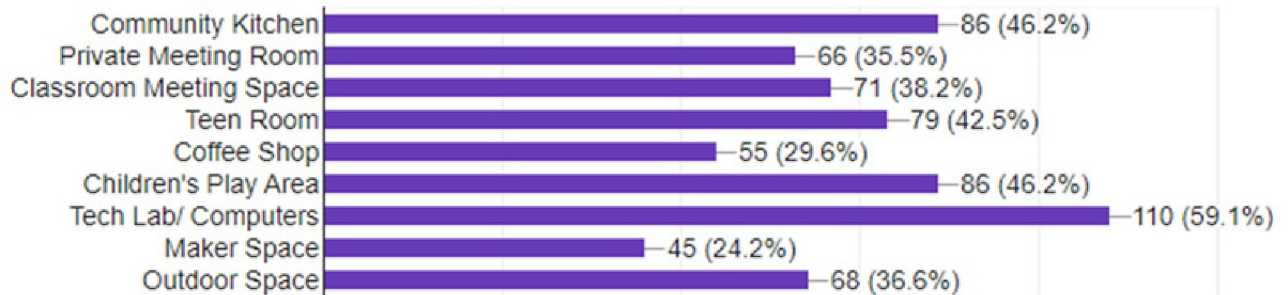
The team gathered surveys and feedback utilizing a variety of strategies. A community dinner-visioning session was facilitated by Lincoln County Library and Deb Halliday at the Troy Branch. Two pizza party visioning lunch sessions were facilitated by Troy Branch Librarian, Sharee Miller, and Lincoln County Unite for Youth at Troy High School to ensure the youth voice is heard in this project. Survey information booths at Troy's Old Fashioned Fourth of July, Troy Farmer's Market, and Troy Apple Festival were staffed by the following community partners: Lincoln County Library- Troy Branch, Troy School Board leaders and Western Montana Mental Health Center. Surveys and invitations were advertised utilizing local pamphlets at Kootenai Drug Store. Project updates and call for comments were mass mailed to zip code 59935, which covers the Bull River, Troy, and Yaak communities. Surveys were also collected online and through social media. Branded materials were passed out with QR codes that linked to the community survey. And finally, patrons were asked to complete surveys and place ideas for the TLOC project on vision boards at Lincoln County Library- Troy Branch.



# COMMUNITY SURVEY RESULTS

What facilities would you like to see included in the Troy Library and Opportunity Center? Check all that apply.

186 responses



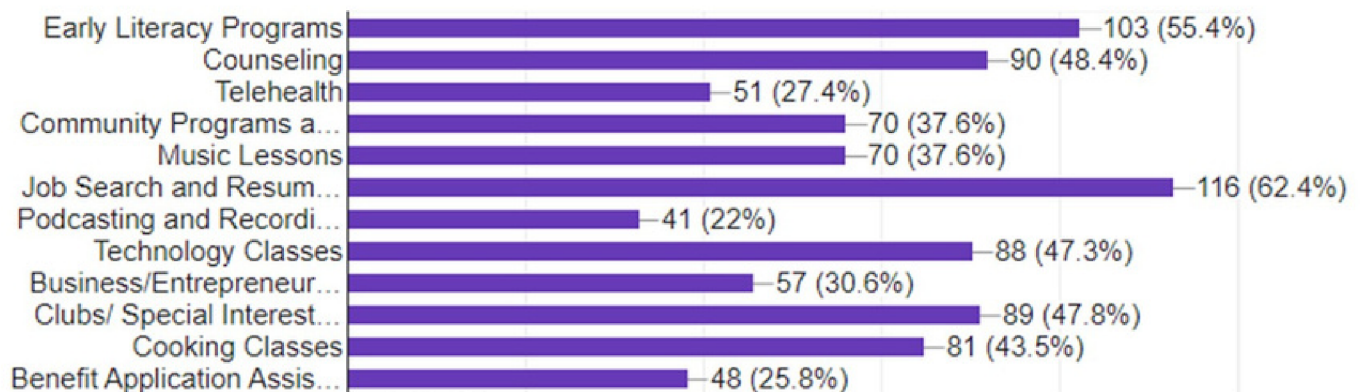
Write in responses: picnic tables, rentable private desk space, photo printer, recording studio, art space, indoor fitness trail, design lab, shower/washer/dryer, juice bar, rooms for homeless, room space for school/prom/dance with sound system.

## 88%

*Of community members surveyed said that they are very likely or likely to attend a meeting or program at the TLOC!*

What programs and services do you feel are most important to include in the Troy Library & Opportunity Center? Check all that apply.

186 responses



Write in responses: senior aging services, gardening classes, VA services, adult computer classes, GED prep, tutoring, digital community calendar, sewing classes, affordable daycare, senior exercise classes, soft skill training (cashier, customer services), drug and alcohol prevention, youth leadership activities, animal care, clothing exchange, seed exchange, parenting classes, relationship development.

## 74%

*Of community members surveyed said that they are very likely or likely to volunteer for a program or event held at the TLOC!*



# AGREEMENTS

The Troy Library and Opportunity Center Planning Team has grown to 19 community agencies strong. The core group of team members have continued to meet and collaborate monthly, sharing financial contributions, staffing, time, and programming. (Five of these agencies have signed MOU agreements and two have letters of commitment.)

Lincoln County Library  
Lincoln County Library Foundation  
Lincoln County (MT) Government  
Lincoln County Unite for Youth  
Spring Up Troy (formerly CTC- Troy)  
Western Montana Mental Health Center  
Zero to Five Lincoln County

The following agencies are contributing partners with varying degrees of responsibility in the project:

Asbestos Resource Program  
Friends of Scotchman Peak Wilderness  
Head Start Troy  
Kootenai Job Service  
Lincoln County Health Department  
Nurturing Center Kalispell  
Troy City Government  
Troy Chamber of Commerce  
Troy Christian Fellowship  
Troy School District  
Troy United Methodist Church  
United Way of Northwest Montana  
Yaak Valley Forest Council



All TLOC partners have agreed that Lincoln County Library- Troy Branch is best positioned as the backbone agency for the new TLOC facility. Therefore, all TLOC partners have agreed to adhere to Lincoln County Library's vision, mission, values and policies while sharing programming, resources, staff and office spaces.

# T.L.O.C. TEAM

The Troy Library and Opportunity Center Planning Team consists of representatives from multiple agencies including Lincoln County Library, Lincoln County (MT) Government, Spring Up Troy, Kootenai Job Service, Lincoln County Unite For Youth, Western Montana Mental Health Center, and Zero to Five Lincoln County. This multi-agency collaborative approach has been very beneficial in allowing for greater community impact by pooling resources and staff.

The T.L.O.C. Planning Team has focused on building strong relationships between partner agencies using a variety of techniques such as team visioning, work projects, monthly planning meetings, MOU agreements, and team building workshops. These efforts have resulted in a shared identity and vision for the project partnership, as well as improved relationships and programming for all agencies involved. The team also works together on projects such as 1000 Books Before Kindergarten, Dolly Parton's Imagination Library, Dr. Seuss's Birthday Celebration, Troy's Community Connections Dinner, Community Vision Session, Community Outreach, Kid's Corner at the Market, Youth Leadership Meetings, and Job Service Workshops. More programs are on the horizon such as a Troy Community Barbeque and Summer Reading Kick-Off, Youth Leadership Bowling and Escape room, and Playdates in the Park.



# COLLECTIVE WORK AGREEMENT

- It's okay to say no
- Be respectful of personal time
- Have compassion for yourself and others
- Be clear in communications
- Expect that it will be messy
- We're all acting out of good intentions
- Stay curious about our own and others tendency to take on too much
- Take care of yourself
- Give yourself a High Five – you're doing a lot!

## SUPPORT ONE ANOTHER

Communication (ex: avoid duplication; encourage one person from an agency to attend a programs or event; try to share your and know others boundaries and limitations)

Pool resources (ex: Kids Corner Google spreadsheet; community calendar; identifying partners to join our efforts or to take on a specific project)

Set boundaries: How do we say no? (ex: say no for a better yes; saying no to a specific ask doesn't mean we don't support the work; set clear roles and responsibilities and lanes; if no, what are other ways to support? Under promise, over deliver)

### **Our shared vision:**

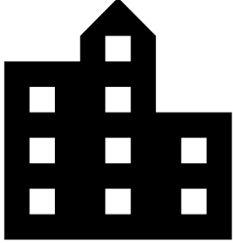
**A thriving Lincoln County through perseverance, innovation, and opportunity.**

### **Our shared mission:**

**Connecting our community to information, ideas, and each other.**



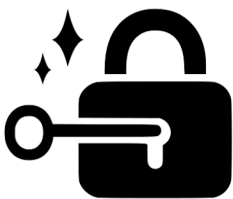
# NEXT STEPS



As the TLOC planning progresses, the project team will begin to move into the building-design phase and will utilize all of the data obtained from community input phase. The team is excitedly waiting for architectural bids from multiple firms throughout Montana. A call for proposals ends in August 2022.



Team work and collaboration will continue to be a focus for the TLOC team. A Standard Operating Procedures document will be developed specifically for TLOC as the facility is better defined. As the team waits for the facilities plan, they will continue to obtain MOU agreements with other organizations, attend regular project meetings, and pool resources to offer enriching programs to the Troy community.



The TLOC team will continue efforts to secure and nurture strong inter-agency community partnerships that pool resources and staffing to ensure strong project and program development. The TLOC project will need a strong sustainability plan. As the facilities develop, this plan will be a focus. The team will look for a strong contract grants manager to assist with this portion of the project and will adhere to the agreed upon collective work agreement as well as existing Lincoln County Library policies.

# CONCLUSION

Through diligent efforts in the past year, we have heard from our community about what types of facilities and programs they feel would be most beneficial. We are very excited to build a facility that will address those community wants and needs while supporting healthy families and lifestyles.

Through continued efforts, Troy Library and Opportunity Center Project has developed strong inter-agency partnerships that are already benefiting the health and well-being of families in Troy. These partnerships will continue to be strengthened through careful adherence to our Collective Work Agreement, planning meetings, pooled resources, and MOU Agreements.

As the building and facilities planning portion of this exciting project develops, the team is committed to developing a strong sustainability and standard operating procedures plan that will ensure families in Lincoln County have access to healthy opportunities and resources for years to come.

