

*Slave Lake Regional Library Board*

Town of Slave Lake and M.D. of Lesser Slave River # 124

**Strategic Plan of Service  
2019-2023**

For the Rotary Club of Slave Lake Public Library,  
Smith Community Library and Flatbush Community Library

The Slave Lake Regional Library Board would like to thank those involved in the planning process:

### **COMMUNITY INPUT SESSION ATTENDEES**

Harry Bartlett  
Blanche Chymycz  
Mildred Ellison  
Shirley Karst  
Bud Karst  
Jean Montgomery  
Marni Morgan  
Janet Parks  
Patty Stephen

### **2018 SLATE OF TRUSTEES**

Angela Wright (Chair)  
Joy McGregor (Vice-Chair)  
Kim McConnell (Secretary)  
Jean Litz (Treasurer)  
John Buck (Trustee)  
Graham McCullough (Trustee)  
Charlotte Measor (Trustee)  
Becky Peiffer (Trustee)  
Brian Pitcairn (Trustee)  
Herfried Schmidt (Trustee)

### **2018 Full-Time Library Staff**

Kendra McRee (Manager)  
Megan Spaner (Assistant Manager/Processor)  
Suzanne Wilson (Program & Outreach Coordinator)  
Lindsay Rosentreter (Circulation Clerk)

### **NEEDS ASSESSMENT PROCESS**

On May 7<sup>th</sup>, 2018 Ken Allen of Public Libraries Services Branch facilitated a Community Plan of Service Input Session at the Town of Slave Lake Council Chambers. A survey was then sent out via mail to the community members of Smith and Flatbush, as well as placed at the Library in Slave Lake and on the Library's Facebook page. With the information gathered at the Community Input Session, as well as the survey results, the Slave Lake Regional Library Board and Staff were able to select service responses and formulate goals and objectives to meet the communities needs.

## **A BRIEF HISTORY OF THE SLAVE LAKE REGIONAL LIBRARY BOARD AND THE ROTARY CLUB OF SLAVE LAKE PUBLIC LIBRARY**

- ❖ Stella Boisvert, E. Gunnar Wahlstrom and other supportive community members saw their vision of having a library in Slave Lake take shape when the Slave Lake Municipal Library Board was formed in 1972.
- ❖ In 1974 the library became a reality and shared space with the Roland Michener High School library. Evelyn Leitch was the first Librarian and Stella Boisvert was the first patron to purchase a membership.
- ❖ In 1981 the library separated from the school and moved to its new location above what is now The Brick. Another move came about in June of 1985. The library was welcomed to its new location next to the Town of Slave Lake Administrative Building with 4000 square feet of space.
- ❖ In 1998 the Town of Slave Lake and the Municipal District of Lesser Slave River #124 came together to form a joint Library Board and thereafter became the Slave Lake Regional Library Board overseeing the Slave Lake Municipal Library as well as the Flatbush and Smith Community Libraries.
- ❖ In 1999 the libraries joined the Peace Library System.
- ❖ With the growth in population as well as the addition of new technology in the form of public computers it became evident that the Slave Lake Library was no longer large enough to accommodate the needs of the community. Fundraising spearheaded by the Rotary Club of Slave Lake started in 2007 and the new library attached to the Government Centre and Town offices was completed in December 2009.
- ❖ Tragedy struck on May 15, 2011. A forest fire destroyed the library as well as the Town office, Government Centre and a large portion of the town.
- ❖ 2012-2013 - The library was set up at a temporary location on the main floor of the Lakeside office building.
- ❖ June 2013 - The rebuilt library is in the same building as the Town of Slave Lake and the Government of Alberta offices opened its doors to the public and today operates at this location.

## MISSION

It is our mission to provide access to the world of social and cultural ideas for the community by offering a wide variety of materials, emerging technologies and programs. Our libraries have a special mission to encourage a love of reading and learning for young children and their parents. The libraries are also committed to preserving and promoting the history and culture of the Town of Slave Lake and Municipal District of Lesser Slave River #124.

## PHILOSOPHY OF SERVICE

The Slave Lake Regional Library Board exists and maintains its service:

1. To promote and keep alive a lifelong love of learning.
2. To promote an enlightened citizenry and keep alive the positive use of people's imaginations.
3. To provide the best possible service at all times to all persons, recognizing the "Canadian Charter of Rights and Freedoms" and the "Canadian Library Association Statement of Rights and Freedoms" as fundamental to the provision of that service.

## OBJECTIVES

The objectives of the Slave Lake Regional Library Board are:

1. To procure, organize and administer a collection of print and non-print materials which meet the informational, educational and recreational needs of all members of the Town of Slave Lake and the Municipal District of Lesser Slave River.
2. To encourage intellectual stimulation and education of children and adults through the use of the library collection.
3. To create an open and friendly atmosphere where people gather for recreational, educational and informational needs.

## 4 PRIORITY SERVICE RESPONSES FOR THE 2019-2023 STRATEGIC PLAN OF SERVICE:

**Lifelong Learning in a Comfortable Place: Reading, Viewing & Listening for Pleasure**

**Celebrate Diversity/Know your Community**

**Create Young Readers/Library Users**

**Discover Local History**

## PRIORITY SERVICE RESPONSES FOR THE 2019-2023 STRATEGIC PLAN OF SERVICE

<b>Service Response # 1</b>	<b>Lifelong Learning in a Comfortable Place</b>
<b>Service Response Description</b>	Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives. Residents will be comfortable accessing library resources to answer questions to locate, evaluate and effectively use information to meet their needs.
Target 1.1	Maintain or slightly increase children’s use of the library programs
Strategy(s)	Offer a minimum of 4 children’s programs at the Slave Lake Library and a minimum of 2 children’s programs at both the Smith and Flatbush Libraries.
Outcome	Children and families are comfortable visiting the libraries and utilizing the programs to encourage lifelong learning
Timeframe	2019 - Ongoing
Target 1.2	To increase teens, adults, and seniors use of library programs
Strategy(s)	Offer a minimum of 2 adult programs in the Slave Lake Library per year, and a minimum of 1 adult program in both the Smith and Flatbush Libraries.  Offer a minimum of 1 teen program in the Slave Lake Library per year.  Offer a minimum of 1 seniors’ program in the Slave Lake Library (or as outreach to seniors at a different location) per year.
Outcome	The library’s program services will be expanded to serve different age groups, thus increasing their use by all ages.
Timeframe	2020 - Ongoing

Target 1.3	To increase resident’s knowledge of what the library(s) offer to specific age groups
Strategy(s)	<p>Slave Lake Library will have at least one social media post per week that addresses what the library is currently offering each age group.</p> <p>Will create and display pamphlets that are specific to each age group and contain information about what the library has to offer them. Each pamphlet will include a tear off suggestion section that residents can fill out and place in the already existing suggestion box, so the staff is aware of what they would like to have at the Slave Lake Library.</p>
Outcome	Residents will be aware of the different programming that is occurring at the Library(s) for different age groups.
Timeframe	2020 - Ongoing
Target 1.4	For residents to be able to access all resources that are available through a library membership
Strategy(s)	Staff will stay up-to-date on the online resources and apps available to patrons; they can help patrons use them when needed
Outcome	Patrons will feel proficient in the use of all resources available to them
Timeframe	2020 - Ongoing
Target 1.5	Maintain an environment where patrons feel welcome and comfortable
Strategy(s)	<p>Slave Lake Library will maintain a teen/young adult reading/socializing area, as well as tables, study carols, comfortable seating by the fireplace and the Lions Den for children/families.</p> <p>Smith Library will maintain a children’s area and comfortable seating for reading/relaxing as well as watching movies.</p> <p>Flatbush Library will maintain a children’s/family area, as well as a seating area/reading nook.</p> <p>All three libraries will be kept clean and organized to facilitate the public feeling comfortable.</p> <p>The staff at all three libraries will be consistently friendly, welcoming and assist patrons with various library-related questions/needs whenever necessary and appropriate.</p>

Outcome	Patrons will feel welcome at all our libraries and feel that the library is a place to learn, socialize, relax and enjoy.
Timeframe	Ongoing
Target 1.6	There will be more audiovisual media available at the libraries.
Strategy(s)	<p>From 2019 on Slave Lake Library will purchase a minimum of one new movie per week to add to their collection.</p> <p>Slave Lake Library will send 20% more of the donated DVD's to the Smith and Flatbush Libraries to add to their collections.</p> <p>All three libraries will weed their DVD collections a minimum of every 6 months to make room for an updated collection.</p> <p>All three libraries will regularly check for damaged/scratched items and repair them if possible or remove from their collection.</p>
Outcome	Patrons will have access to more audiovisual media in their local libraries' collections. This was identified as a community need during the needs assessment process.
Timeframe	2019 - Ongoing

Service Response # 2	CELEBRATE DIVERSITY/KNOW YOUR COMMUNITY
Service Response Description	Residents will have programs and services that promote appreciation and understanding of their personal heritage and the heritage of others in the community. Residents will be facilitated in getting to know their community better.
Target 1.1	The community’s Indigenous heritage is represented in all three of our libraries.
Strategy(s)	All three libraries will continue to grow their Indigenous print, electronic and multi-media collections and make sure that these collections are current, informative, and relevant.
Outcome	Indigenous heritage is a key component of the collection in all three libraries.
Timeframe	2019 - Ongoing
Target 1.2	That our community’s diversity is represented in all of our libraries print, electronic and multi-media materials.
Strategy(s)	To continue to acquire materials that are representative of the diversity that exists in our communities.
Outcome	To increase the multicultural collection in each library by 15%
Timeframe	2019-2023: 15% increase in multicultural collection in all 3 libraries.
Target 1.3	To help community members become aware and feel more comfortable with the diversity that exists in our communities.
Strategy(s)	To hold multicultural events at the libraries that celebrate the community’s diversity, are family friendly and free.
Outcome	A minimum of 2 programs/events per year will be held to celebrate the community’s diversity at the Slave Lake Library. A minimum of 1 program/event per year will be held at both Smith and Flatbush Libraries to celebrate the community(s) diversity.
Timeframe	2019 – Ongoing

Target 1.4	Library Manager and staff to become more familiar with the local heritage/cultural groups that exist in the community(s).
Strategy(s)	The Library Manager will contact the local cultural groups that exist in Slave Lake in an effort to create programming partnerships. She will ask the Smith and Flatbush libraries to do the same.
Outcome	Partnerships will be formed and programs will be run that increase the community's diversity awareness at all 3 libraries.
Timeframe	2019 - Ongoing
Target 1.5	To increase the library's presence within the community.
Strategy	To attend or partner with other organizations for community events with the goal of giving out library information and strengthening community presence.
Outcome	Slave Lake library will attend at least 2 community events per year, Smith library at least one, and Flatbush at least one. Library staff who attend the events will hand out library information and interact with the public/answer questions to increase the community members knowledge of what the libraries are offering, and to gain insight into what community members would like to see the library(s) offer in the future.
Timeframe	2019 - Ongoing

Service Response # 3	CREATE YOUNG READERS/LIBRARY USERS
Service Response Description	Children from birth to 5 will have programs and services designed to ensure that they will enter school ready to learn to read, write and listen. Young patrons will feel comfortable accessing library services.
Target 1.1	To engage children ages 0 – 5 with programming that equips them with some of the necessary skills for entering school.
Strategy(s)	To maintain and improve the 3 libraries Story Time programming with a focus on engagement, listening, speaking, reading and manipulative skills development.
Outcome	Children 0 – 5 years will enjoy and learn through an interactive Story Time once per week at the Slave Lake Library, and on a regular basis (at least once per month) at the rural libraries. Children 0 – 5 will feel comfortable and safe in the libraries.
Timeframe	2019 - Ongoing
Target 1.2	To form partnerships with community organizations that target the growth and development of Children 0 – 5 years of age.
Strategy(s)	<p>Library Manager and appropriate staff will contact local organizations with the goal of creating ongoing program partnerships that target children ages 0 – 5. Some examples of organizations are: Parent Link, playschools, and daycares.</p> <p>In Slave Lake the local Parent Link organization will be invited to utilize the library on a regular basis to provide programming to their clients.</p> <p>In Smith, if/when a daycare and/or playschool is created, the Smith Librarian will contact them to offer library services and program partnerships.</p>
Outcome	The libraries will partner with local organizations to provide programs and services to children aged 0 – 5.
Timeframe	2019 – Ongoing
Target 1.3	Offer families incentives and information to introduce reading and the library to children aged 0 – 5.

Strategy(s)	In Slave Lake the Manager will contact the local hospital to see about offering each new child a book as well as information for the parents on early literacy and usage of the library.
Outcome	Each new child born in the community will receive a book and library information.
Timeframe	2019 – ongoing.
Target 1.4	To make the public aware of the importance of early literacy skills in children from birth to school age
Strategy(s)	To add information about the importance of early literacy and what the library(s) offer for early literacy development to the library(s) website once the websites have been updated by the library system.
Outcome	Anyone who visits the library(s) website will be able to access some information regarding the importance of early literacy and what the library(s) are offering.
Timeframe	As soon as the websites are updated - Ongoing

Service Response # 4	DISCOVER LOCAL HISTORY
Service Response Description	Residents and visitors will have the resources they need to connect the past to the present through local families’ histories and to understand the history and traditions of the community.
Target 1.1	To increase the visibility of the Slave Lake Library Archives in the community.
Strategy(s)	<p>The Slave Lake Library will submit monthly “Remember When” article in the local newspaper featuring material that is already in the Archives and information about that material.</p> <p>Slave Lake Library will host a monthly “Local History Time” where residents will be invited to come and check out the archive material, with a focus on different material each week.</p> <p>Slave Lake Library will post a weekly “This Week in History” on social media outlets which will feature a newspaper heading or other significant article from the same day/week of a past year.</p>
Outcome	The Slave Lake Library Archives usage will increase by a minimum of 10% over the next 2 years and 15% over the next 4 years.
Timeframe	2019 – Ongoing
Target 1.2	To be involved with other organizations that focus on local history and events.
Strategy(s)	<p>If/when a Slave Lake Museum society or planning committee is formed the Slave Lake Library Archivist will reach out to the group in hopes of being an integral part of the formation of a local museum. Then, the library Archives will work closely with the museum group to ensure materials are going to the correct organization.</p>
Outcome	Slave Lake Library Archives will be an integral part of the development and preservation of local history items and artifacts.
Timeframe	Unknown - Ongoing
Target 1.3	To obtain community input in regards to existing archive material, and to generate donations to the Slave Lake Library Archives.

Strategy(s)	<p>To post archive material weekly on social media outlets asking for details on archive material where little to no information currently exists.</p> <p>To post weekly on social media asking for specific donations from the local communities. i.e. family history, specific photos or various artifacts.</p>
Outcome	The community will increase its archives donations by 10% annually. Community members will contribute information regarding existing local archive materials.
Timeframe	2019 - Ongoing

# Slave Lake Regional Library Board

Town of Slave Lake and Municipal District # 124



## ***The Rotary Club of Slave Lake Public Library***

Box 540 50 Main Street SW  
Slave Lake, Alberta T0G 2A0  
Phone: 780-849-5250

## ***Smith Community Library***

Box 134 921-9 Street  
Smith, Alberta T0G 2B0  
Phone: 780-829-2389

## ***Flatbush Community Library***

Hwy 44 Community Complex, General Delivery  
Flatbush, Alberta T0G 0Z0  
Phone: 780-681-3756