

*Slave Lake Regional Library Board*

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

**Strategic Plan of Service  
2024-2028**

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  
Pat Joliffe  
Alana Boissonneault  
Gabrielle Dingman  
Juliana (and Laine) Franklin  
Maureen Booth  
Barbara Sargunraj  
Terry Triskle  
Nadine Dingman

### **2023 SLATE OF TRUSTEES**

Angela Wright (Chair)  
Charlotte Measor (Vice-Chair)  
Marcia McDermott (Secretary)  
Jean Litz (Treasurer)  
Joy McGregor (Trustee)  
Leslie Sargunraj (Trustee)  
Herfried Schmidt (Trustee)  
Steve Adams (Trustee)  
Nancy Sand (Trustee)  
Huma Kashif (Trustee)

### **2023 Full-Time Library Staff**

Kendra McRee (Manager)  
Megan Spaner (Assistant Manager/Processor)  
Susan Al-Mais (Program & Outreach Coordinator)  
Amy Teale (Circulation Clerk)

### **NEEDS ASSESSMENT PROCESS**

During the month of June, 2023, a survey was open to all community members of Slave Lake and the MD of Lesser Slave River to provide input on current library services as well as what people would like to see our libraries offer. Then, on September 18th, 2023 Jordan DeSousa of Public Libraries Services Branch facilitated a Community Plan of Service Input Session at the Town of Slave Lake Council Chambers. 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. The two smaller libraries have become the hub of their respective communities through their offerings of programs for seniors and youth.
- ❖ 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.

- ❖ Since 2013 the Rotary Club of Slave Lake Public Library has seen an expansion of the Archives, which continues to generate interest and enthusiasm from community members.
- ❖ Upon the passing of one of Slave Lake Library's founding members, Eileen (Spike) McCullough, a generous donation sparked the formation of an endowment fund through the Northwestern Alberta Foundation in 2015. When Spike's husband Graham passed on in early 2020, another substantial donation was given to the endowment fund.
- ❖ In 2019 the Slave Lake Regional Library Board took over the administration of the Legacy Scholarship from the Slave Lake Fire book Committee. The Library Board will continue to administer the scholarship until the resources are no longer available.
- ❖ In 2021 the Slave Lake library purchased a book bike. This has enabled the library to increase its presence in the community as well as host regular outdoor programs throughout the summer.

## 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 2024-2028 STRATEGIC PLAN OF SERVICE:

**Physical & Virtual Lifelong Learning in a Comfortable Space**

**Embracing Diversity: A Community Hub**

**Promote/Facilitate Early Literacy: Homework Help**

**Discover Your Roots: Genealogy & Local History**

## PRIORITY SERVICE RESPONSES FOR THE 2024-2028 STRATEGIC PLAN OF SERVICE

Service Response # 1	Physical and Virtual Lifelong Learning in a Comfortable Place
Service Response Description	Residents will have the physical and virtual 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	To increase teens, adults, and seniors use of library programs
Strategy(s)	<p>Offer a minimum of 4 adult programs in the Slave Lake Library per year, and a minimum of 2 adult program in both the Smith and Flatbush Libraries.</p> <p>Offer a minimum of 3 teen program in the Slave Lake Library per year.</p> <p>Offer a minimum of 2 seniors’ program in the Slave Lake Library (or as outreach to seniors at a different location) per year.</p>
Outcome	The library’s program services will be expanded to serve different age groups, thus increasing their use by all ages.
Timeframe	2024 - Ongoing
Target 1.2	To facilitate engagement among different demographics through library programs or partnerships.
Strategy(s)	<p>To work with schools and local seniors’ organizations to produce at least 2 programs a year at the Slave Lake Library that facilitate interaction between the different age groups or demographics.</p> <p>Smith Library and Flatbush Library will offer at least 1 program per year that facilitates interaction between the different age groups or demographics.</p>
Outcome	Different demographics will feel more comfortable interacting and learning together within the library. Each group will consequently be more open and tolerant towards one another.

Timeframe	2024-Ongoing
Target 1.3	To increase resident’s knowledge of what the library(s) offer
Strategy(s)	<p>Slave Lake Library will have an average of 5 social media post per week that address what the library is currently offering to engage community members.</p> <p>Slave Lake Library will create and display a monthly calendar which will be available in person-and virtually.</p> <p>Smith and Flatbush will have an average of one social media post per week that addresses what the library is currently offering to engage community members.</p> <p>All 3 libraries will place ads with the appropriate municipality when programs and/or community events are happening that are relevant to the broader community.</p>
Outcome	Residents will be aware of the different programming that is occurring at the Library(s).
Timeframe	2024 - 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	2024 - 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, storytelling and craft making.</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	2024-Ongoing

Service Response # 2	Embracing Diversity/A Community Hub
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 2.1	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	2024 - Ongoing
Target 2.2	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 10%
Timeframe	2024-2028: 10% increase in multicultural collection in all 3 libraries.
Target 2.3	To help community members become aware and feel more comfortable with the diversity that exists in our communities.
Strategy(s)	To partner, collaborate or contact other local organizations to hold multicultural events 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 in both Smith and Flatbush to celebrate the community(s) diversity.
Timeframe	2024 – Ongoing

Target 2.4	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 and Flatbush libraries will attend at least one community event per year. 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	2024 - Ongoing

<b>Service Response # 3</b>	<b>Promote/Facilitate Early Literacy: Homework Help</b>
<b>Service Response Description</b>	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. School-aged children will be facilitated in accessing homework help either through community members or online services provided with a library membership.
Target 3.1	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	2024 - Ongoing
Target 3.2	Increase children’s use of the library programs
Strategy(s)	Offer a minimum of 6 children’s programs at the Slave Lake Library and a minimum of 3 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	2024 - Ongoing
Target 3.3	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 Slave Lake Adult Education who previously provided the baby book bag service 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 information on literacy and library services.

Timeframe	2024 – ongoing.
Target 3.4	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.
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	2024-Ongoing
Target 3.5	To partner with other organizations that offer early learning/literacy programs.
Strategy	To form partnerships with other community organizations that offer early literacy programming and skills development programs.  Library staff will become aware of resources available to enable parents to help children with literacy skills from ages 5-8.  To make the library(s) space available to other early learning agencies so their learners are more comfortable in the library
Outcome	Families and children will feel comfortable accessing early literacy services at the libraries.
Timeframe	2024-Ongoing
Target 3.6	To offer or facilitate/arrange homework help for school-aged children in the library.
Strategy	Staff will seek out and be aware of community members who offer in-person homework help to school-aged children and be able to offer contact information of these people to those who are looking for such help. The library will be a place where these people meet with students to offer homework help.  Library staff will be aware of and be able to facilitate students who wish to seek out homework help through online resources offered with a library membership.
Outcome	Community members can access homework help through their local library.
Timeframe	2024-Ongoing

<b>Service Response # 4</b>	<b>Discover Your Roots: Genealogy and Local History</b>
<b>Service Response Description</b>	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 4.1	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 post “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 4 years.
Timeframe	2024 – Ongoing
Target 4.2	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 on social media outlets asking for details on the material where little to no information currently exists.</p> <p>To post 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
Target 4.3	To relocate the current storage facility and archive materials as appropriate

Strategy (s)	To go through what is in storage focusing on archive materials and artifacts that need to be added to the library archives and processed accordingly.
Outcome	All relevant archive material will be located in a central location and digitized or catalogued.
Timeframe	Completed by December 2024
Target 4.4	To set up display cabinets outside of the library for library archive artifacts to be displayed for the community to enjoy.
Strategy(s)	Obtain display cabinets that are appropriate for displaying artifacts that are archival in nature. Create/organize artifacts into displays that will get rotated out every 3 months. Find locations to put displays within the community.
Outcome	Community members will get to view and enjoy displays that are archival in nature.
Timeframe	2024-Ongoing
Target 4.5	To promote the use of “Ancestry: Library Edition” on all three libraries
Strategy(s)	Have staff at all 3 libraries become familiar with the “Ancestry: Library Edition” program and how it works. Advertise the app and its features. Be able to offer a course or one-on-one tutoring session in all 3 communities so community members can receive assistance from library staff with the app/webpage when needed.
Outcome	Community members will use their library card to access “Ancestry: Library Edition” webpage and services.
Timeframe	2024-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