



Purpose and Process

Every 3–5 years Library Boards are required by the Provincial Government to write a strategic plan. The provincial model invites members of our communities to contribute and actively participate in identifying the needs of the entire community. This is important, as the library exists to serve its community. The Board must know what the needs of the community are if services are to be offered to meet those needs.

The Library Board decided in May 2015, to create and conduct a public survey to determine the four most important Service Responses to focus on. This decision was made based on the conclusion that a survey would generate a large number of responses and reach a wide variety of interested parties and community members. There were 236 surveys distributed, with 87 returned. Surveys were distributed to the following:

- Library patrons
- Non-patron Village and County residents
- Community business owners
- The Village Office
- Youth who attend programs
- Hay Lakes School (students & parents)
- Library Staff
- Friends of the Library Board Members
- Library Board Members
- Seniors Center

Hay Lakes Municipal Library Board and Staff Listing 2015

Library Board

Chair: Sharmarann Myers
 Vice Chair: Angela Wildeboer
 Treasurer: Lynne Broschak
 Secretary: Penny Martin
 Village Rep: K. Shannon Yearwood
 Sarah Flasha
 Elise Schultz
 Stacie Lyle
 Dinorah Eelhart

Library Staff

Manager: Amanda Barth
 Assistant Librarian: Charissa Scott
 Program Co-ordinator: Tori Tomaszewski

Friends of the Library

Chair: Mellissa Nordin
 Vice Chair: Diana Nickel
 Treasurer: Elise Schultz
 Secretary: Amanda Barth
 Rosemary Arnett
 Stacie Lyle
 Dinorah Eelhart
 Charissa Scott

*A full version of the Plan of Service is available for viewing at the library.

Hay Lakes Municipal Library
<http://haylakeslibrary.prl.ab.ca/>

Box 69
 110 Main Street
 Hay Lakes, AB T0B 1W0
 Phone: 780-878-2665



Hay Lakes Municipal Library

Plan of Service 2016-2018



Vision

The Hay lakes Municipal Library fosters life- long learning while enhancing the vitality of the community.

Mission Statement

The Hay Lakes Municipal Library provides our community with equitable access to library materials and services that stimulate and meet residents' needs for information, education, culture, entertainment, and access to the World Wide Web.

1. Connect to the Online World: Public Internet Access

Goal: All residents in the community will have high speed access to the digital world, with no unnecessary restrictions or fees, to ensure that everyone can take advantage of the ever-growing resources and services available through the Internet.

Objectives:

- 1.1 Over the next three years, the number of people who use library provided computers to access the Internet will remain consistent.
- 1.2 Each year, the average wait time to use a library provided computer for personal, school, or work purposes will remain under 5 minutes.

2. Create Young Readers: Early Literacy

Goal: All children from birth to five in the community will have programs and services designed to ensure that they will enter school ready to learn to read, write and listen.

Objectives:

- 2.1 Each year, at least 5 new children will consistently attend the Early Literacy Program.
- 2.2 By 2018, the library will offer one additional Early Literacy Program per week.
- 2.3 Each year, the library will maintain its ongoing relationship with the Hay Lakes Playschool by continuing to offer weekly library visits and Story Time with Ms. Amanda.

Library Programs

After School Reading Program (ECS to Grade 6)

Children come after school from 3:30-5:00. The program is broken down as follows: Tuesday (Kindergarten to Grade 2), Wednesday (Grades 3&4), Thursday (Grades 5&6). Engaging stories, fun games and exciting crafts are planned for attendees each day.

Summer Reading Program (entering Grades 1-6)

A fun, intense 8 week program that runs July to August. Children come from Tuesday-Thursday for two hours each day. All attendees keep a reading log during the program.

Early Literacy (Birth to -5 years)

Children, along with their parents and care-givers, come every Wednesday morning from 10:15-11:00. They enjoy Story Time with Ms. Amanda and a fun age appropriate craft. This program helps children to develop listening skills while being read to, explore their imagination through crafts and sensory games.

Tween and Teen Game/Movie Nights (13-18 years)

These programs give the Tweens and Teens a chance to have the library to themselves, engage in age appropriate books, crafts, and movies.

Adult Time (18- 99+ years)

Adults are welcomed to join us for our Book Talk Club on the first Friday of every month. We also offer an Adult Crafting Time. Every month we offer something a little different. We also offer Family Games Nights, Healthy Living Exchange Programs, and hope to offer more over the coming years.

3. Satisfy Curiosity: Lifelong Learning

Goal: All residents in the community will have the resources they need to explore topics of personal interest, and continue to learn throughout their lives.

Objectives:

- 3.1 Each year, the library will continue to offer a Free Membership Day in October.
- 3.2 Each year, In-House Circulation of materials will increase by at least 1,000 items.

4. Visit a Comfortable Place: Physical and Virtual Spaces

Goal: All residents in the community will have safe and welcoming physical places to meet and interact with others or to sit quietly and read, and will have open and accessible virtual spaces the support networking.

Objectives:

- 4.1 Each year, Door Traffic will increase by at least 2,000 visits.
- 4.2 Each year, Program Attendance will increase by at least 250 participants.