

***Town of Smoky Lake Library Board's***

# ***Plan of Service 2024-2028***



**Mission Statement**  
**"Learning for life and living @ your library."**

# **Needs Assessment**

**Prepared November 2023**

## **A Note on Information Gathering**

The Smoky Lake Public Library (hereafter: “the library”) started gathering statistics to prepare for a Needs Assessment in the summer of 2023.

The library attended a Community Showcase on August 23, 2023, where attendees were handed customer surveys and asked if there was anything else they would like to see the library offer. The library also posted links to this customer survey on the library’s website, social media sites, poster boards throughout the town, and within newsletters of the Town of Smoky Lake, County of Smoky Lake and H.A. Kostash School.

All responders were asked to comment on existing services and programs as well as potential future options. An open suggestion area added some ideas that were not presented earlier in the survey. Ninety seven people completed the survey. Full survey responses are presented in Appendix I.

## **1. Background**

The Smoky Lake Public Library has served the town and surrounding area of Smoky Lake since 1943. The library has been situated in the same location since 1994. The current building has parking spaces, a wheelchair ramp, meeting spaces, and cozy sitting areas. The library is currently offering free membership to residents and hopes to be able to continue offering this going forward.

The library has high speed internet available to the public free of charge during working hours on five public use computers, as well as free wi-fi that is accessible 24/7 without requiring a log-in password. The library offers books, DVD’s, videogames, and magazines, as well as digital books, and databases through subscriptions provided by NLLS and the TRAC consortia. The library is a member of TAL, ME and offer ILL services, and now offers a Library of Things including items such as boardgames, puzzles, snowshoes, walking poles, lawn games and tools to mention a few. These are increasingly popular with the community.

The library runs a variety of programs for various age groups, such as preschool storytime, afterschool youth program, Dungeons & Dragons, Teen Craft Club, Adult Book Club and many more, and continues to offer services to the local senior's lodges.

The library is open 24 hours per week, which includes one late night, one lunch hour and two mornings. The library is closed on weekends and holidays.

## **2. Community Profile**

The Town of Smoky Lake is located approximately 105 kilometers northeast of Edmonton. The Town originated as a service center for the surrounding area, and continues to function as such today. The Smoky Lake Public Library is patronized by residents of both the Town and County of Smoky Lake as well as the surrounding communities.



## **Plan of Service**

### **Service Response: Create Young Readers: Early Literacy**

**Goal** – Children from birth to 5 years old that participate in the Preschool Storytime will explore topics that engage their imagination, and they will find pleasure in reading, singing, crafting and free play.

**Objective** – To offer a minimum of one weekly Preschool Storytime throughout the school year.

**Measure of Progress** – Number of children attending will be collected weekly.

Parents will be surveyed annually for their input. Responses will be collated and considered by the Library Board and staff.

### **Service Response: Satisfy Curiosity: Lifelong Learning**

**Goal 1** – Engage the imagination of youth through the use of resources and programs offered at the library.

**Objective** – To offer a minimum of one weekly Youth Afterschool program throughout the school year.

**Objective** – To offer a youth summer reading program during the school summer holiday.

**Goal 2** – Engage and enhance teen usage of the library.

**Objective** – To offer a minimum of one weekly Teen Program throughout the school year.

**Goal 3** – Reach and engage more adults in the community.

**Objective** – To offer a minimum of ten adult programs on a variety of different topics and interests throughout each calendar year.

**Measure of progress of Goal 1, 2 & 3** – Statistics including the number of programs offered and participants attending will be collected at each program.

Attendees will be surveyed annually for their input. Responses will be collated and considered by the Library Board and staff.

### **Service Response: Visit a Comfortable Place: Physical and Virtual Spaces**

**Goal 1** – Improve accessibility to the building for all community members.

**Objective** – To modify current entrance way to meet accessibility standards. The Library Manager will apply for various grants to cover the cost.

**Measure of Progress** – Completion of modification.

**Goal 2** - Community members will have access to current library information through the library website, social media accounts, community newsletters and townwide poster boards.

**Objective** – To better inform the public of library services and programs by using a wide variety of both electronic and print resources.

**Measure of Progress** - Statistics and feedback will be gathered from the library website, social media, and surveys.

**Service Response: Know Your Community: Community Resources and Services**

**Goal 1** - Enhance the library visibility in the community.

**Objective** – To attend a minimum of two community events per calendar year to promote library services and programs.

**Measure of Progress** - Track statistics and survey responses.

**Approved by the Town of Smoky Lake Library Board December 4, 2023**

**Board Chair:** \_\_\_\_\_  
**Lisa Boykiw**