

KILLAM and DISTRICT MUNICIPAL LIBRARY PLAN OF SERVICE 2024-2028



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Killam and District Municipal Library
WHERE KNOWLEDGE AND WONDER MEET

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Statement of Approval and Accountability

For public libraries in Alberta, planning is mandated. Libraries Regulation, Section 13 states the following:

- (1) In managing and controlling a municipal library, a municipal board shall
 - (a) Within 3 years of being established, develop and file with the Minister a plan of service with a mission statement and goals and objectives based on a needs assessment of the municipality, and
 - (b) Annually review its plan of service.
- (2) A municipal board shall file with the Minister a copy of its current plan of service with goals and objectives not less frequently than ever 5 years following the date on which the plan was previously filed with the Minister.¹

The Plan of Service for 2024 – 2028 has been prepared by the Killam and District Municipal Library Board in accordance with Alberta Libraries Regulation AR 141/98.

The Board and staff of the library are committed to implementing this plan of service, reviewing it regularly to monitor progress in achieving goals, and updating the plan as needed.

MOTION:

Motion by Brenda McDermott to adopt the 2024 – 2028 Plan of Service. Seconded by Cathy Skaar. Carried.

Date of Board Meeting: February 21, 2024

¹ Libraries Regulation AR 141/98 s13
Killam and District Municipal Library Plan of Service 2024-2028

Message from the Board

On behalf of the Board of Directors of the Killam Public Library, I am forwarding our Plan of Service 2024-2028. We are building on our previous plan and by recovering and restoring services from the pandemic, we plan to continue to meet the diverse needs of our community.

We have just completed a community needs assessment survey to assist us to offer effective and appropriate library services today and into the future.

Our Plan of Service 2024-2028 will set out our goals and objectives which we plan to achieve in collaboration with our community partnerships. Our ultimate goal is to compile the information from the survey and incorporate the results into our Plan of Service.

Best Regards,

Geraldine Clark,

Chairperson



Inclusions

Vision Statement

The library will act as a community gathering place providing the opportunity for people to...

- **Discover** information and ideas
- **Connect** with their community and the world around them
- **Inspire** the dreams and possibilities of the future

Mission

To develop and provide services to inform and engage the community and promote discovery, lifelong learning, and leisure pursuits.

Values

- ***Innovation*** – We encourage and support creative approaches and originality in all that we do.
- ***Connections*** – In supporting and forming relationships with partners we assist people in our community to access information for health and wellbeing.
- ***Information Literacy*** – We believe in the importance of an informed and literate community.
- ***Intellectual Freedom*** – Everyone has the right to access knowledge without fear of censorship or discrimination.
- ***Inclusion*** – By reflecting the diversity of our community we endeavour to provide a safe space for all.

Community Profile

Killam Alberta is a thriving vibrant town (pop. 918) located within Flagstaff County at a very busy intersection of Highway 13 and 36 in east central Alberta, in the heart of Alberta's grain belt². Killam is situated on a CPR railway line. The town is approximately 1.5 hours from Edmonton and the Edmonton International Airport.

Killam offers a full range of all the amenities that you are looking for. These include an active hospital with 24/7 emergency, EMS services, STARS helipad, 3 physicians, a public school, a public library, an RCMP detachment, Supportive Living/LTC, Daycare, Day homes, a fire department, and a strong competitive retail sector. There is a very active Senior's Center, 2 large grain terminals, 2 farm implement dealerships, Provincial Courthouse, 2 banks,

4 churches, a post office, a large food store, several wonderful restaurants, and a very clean motel with multiple guest services available.

We have an exceptional recreation facility that includes an artificial ice arena, an indoor swimming pool, an indoor playground, and a fitness centre. Outside there are beautiful parks, playgrounds, walking trails, baseball diamonds, and campgrounds. Located close to Killam is an airport, golf course, curling rinks, museums, and a ski hill.



² Town of Killam website - <https://www.town.killam.ab.ca/>
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Library Profile

In 1937, the Killam Princess Royal IODE commenced plans for a town library. When the town council was interviewed, permission was given to use the council chambers for the new library. A committee was formed to purchase a suitable bookcase. A motion was passed by the IODE to buy 40 books at \$.10 each, from the University of Alberta Extension Department. A donation of used books was received from the Edmonton library. A donation of \$5.00 was given by the Silver Link Rebekah Lodge, and a yearly grant of \$25.00 was provided by the town council. The ladies then held a book tea, at which 89 books were donated and \$3.05 in cash.

The library was named Princess Royal. The IODE members agreed to take turns working in the library which would be open every Saturday from 3 to 5:30 pm and 8 to 9 pm. The Killam Princess Royal Library opened on November 13, 1938. The fee to join was \$.25 per person per year. It was located where the old fire hall was until November 29, 1975.

By the summer of 1975, the members of the IODE has fallen to a handful and they felt they could not continue to provide library services to the community. They searched for another group to take over the library without success. Facing closure, the principal of the Killam Public School offered the school library as a new home for the public library. Investigation proved this was a viable option and the offer was gratefully accepted by IODE.

In October of 1975, Killam Town Council passed a bylaw setting up the Municipal Library Board under the Provincial Libraries Act and appointed nine persons to the board. This board signed an agreement with the County School Committee to establish a school-housed library.

The official opening of the Killam and District Municipal Library took place on January 24, 1976³.

The librarian's duties were split between a teacher aide and the school secretary, however with increased usage of the library, this arrangement could not be continued. Then the Library Board decided to hire a town librarian for part of the day. In 1984 when the teacher aide resigned, the town librarian became both the school and public librarian.

The placement of the public library in the school made public access easier as the school was located at the end of the main street. The unification of libraries permitted the Killam Separate School access to an enlarged library. Playschool and Kindergarten use the new library and summer programming helps fill holiday time for children. In 1980, the Killam Library joined Parkland Regional Library. In 1992, the school underwent major renovations and the library was moved into the new modern facility.

The Killam and District Municipal Library also has a thriving and valued part of the library community.

³ "The Pleasant Country" Volume One Killam and District 1903 - 1993
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Snapshot of 2019 to 2023

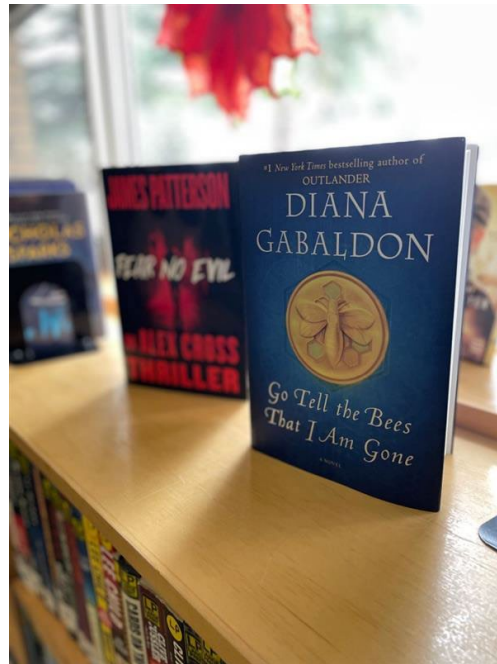
Year	Total Books in Collection	Total Annual Visits	Total Annual Circulation	Program Participation	Total Memberships
2019	7,231	1650	5,262	629	276
2020	5,745	1221	4,179	165	176
2021	5,903	3,159	5,154	23	237
2022	5,130	3,514	5,081	490	193
2023	5,127	2000	3,433	630	213

Library Board - 2025

Geraldine Clark, Chair
 Brenda McDermott
 Cathy Skaar
 Janet Pelletier
 Kelli Walline
 Joanne McKenzie
 Les Fee (Council Rep)
 Ingrid Kostelnik

Staff

Barb Cox, Library Manager
 Becky Vaillancourt



Needs Assessment & Review

In December 2023, the Library Manager obtained the Parkland Regional Library System Community Needs Assessment survey. Paper copies were handed out at community events and were located within the library. The survey was sent out through Facebook as well. The survey was held from Nov 20/23 to Jan 16/24.

On February 12, 2024, a group of the Killam and District Municipal Library Board members and the Library Manager reviewed the survey results.

On February 15, 2024, a Consultant Librarian from Parkland Regional Library System assisted with the formation of the Plan of Service to be presented to the Killam and District Municipal Library Board of Directors for approval. The Plan of Service will outline Goals and Objectives the Killam and District Municipal Library will provide over this next term, 2024-2028.

Based on the priority needs relevant to the library's mandate as determined by the community planning committee and the resources available to the library to help meet these needs, the following Library Service Responses have been selected as the priority service areas for this Plan of Service.

1. **Advocate and Promote the Library** – Residents will be aware of the value of the public library and the services they provide.
2. **Visit a Comfortable Place: Physical and Virtual Spaces** – Residents 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 that support social networking.
3. **Satisfy Curiosity: Lifelong Learning** – Residents will have the resources they need to explore topics of personal interest and continue to learn throughout their lives.

2024-2028 Plan of Service

The Plan of Service is reviewed annually and may be modified to adapt to emergent situational changes or to take advantage of innovation or new opportunities and strategic alliances. Detailed action plans and short-term emergent strategies at the operational level are part of library operations and are, therefore, not included in this document.

Advocate and Promote the Library

Goal:

Advocate for and promote the library through increasing traffic to the library spaces.

Objective 1: Over the course of the next four years, the traffic in the physical library space will increase by 10%.

- Modifications to the library hours of operation will be made to ensure accessibility to the physical space for all community members, (e.g., an hours of operation pilot).
- New program offerings will be created to attract all community demographics (e.g., Newcomers Welcome Tea).

Objective 2: Over the course of the next four years, the traffic to the digital library space will increase by 10%.

- Promote the digital collections provided through membership in Parkland Regional Library System (e.g., Overdrive Libby, Pressreader, Ancestry Library Edition).
- Increase awareness of and visits to the library website both in the library and through community partnerships.

Visit a Comfortable Place: Physical and Virtual Spaces

Goal:

Killam community members will have safe and welcoming physical spaces to engage socially or to pursue solitary pursuits. The library will foster open and accessible virtual spaces.

Objective 1: By the end of 2024, the Killam and District Municipal Library will develop and implement a social media strategy to virtually engage with the community (e.g., creating a new Instagram account).

Objective 2: Over the next four years, the Library Manager will work with the support of the Library Board and the Parkland Regional Library System to create and implement a phased library space plan.

Satisfy Curiosity: Lifelong Learning

Goal:

Residents will have access and training to the resources they need to explore topics of personal interest and continue to learn throughout their lives.

Objective 1: The Library Manager and Library Board will develop new partnerships with community organizations that service seniors and develop program offerings to serve this demographic over the next four years.

Objective 2: During the next four years, the Killam and District Municipal Library will develop and promote new collections (e.g., Large Print and audiobooks) in collaboration with the Parkland Regional Library System.

Partnerships

- Town of Killam
- Friends of Killam Public Library
- Parkland Regional Library System
- Flagstaff Community Adult Learning
- Flagstaff Family and Community Services
- Camrose Family Resource Centre Association

