Board of Trustees

The Shortgrass Library System is governed by a Board of Trustees composed of appointed representatives of each member municipality plus three Ministerial appointments. During 2003 the Trustees were:

Leif Andersen	Chair
Rudy Esau	Vice-Chair
Anne Bernhardt	Chair, Program & Services Committee
Rosalie Stromsmoe	Chair, Finance & Personnel Committee
Dave Bahnmiller	Trustee
Kerry Crapo	Trustee
Ann Kanig	Trustee
Ed Moss	Trustee
Kent Pickett	Trustee
Harv Speers	Trustee
Sherry Steinbach	Trustee
Della Marie Woodruff	Trustee

Leadership Team

The implementation of the Board of Trustees Plan of Service and the Board's policies, which establishes the direction and goals for SLS, is the responsibility of the leadership team composed of:

Harold Storlien…………………………………CEO/Director

Bob Batchelder……………………………Assistant Director and Technical Services Coordinator

This team was supported by a capable staff of 10.1 FTE members.

"Libraries build communities"

"Sharing is our Game"

Financial Summary

How Are We Funded?

➢ Provincial Grants	22.61%	$ 266,958
➢ Municipalities/Member Libraries	48.02%	$ 567,020
➢ Contract Revenue	4.25%	$ 50,202
➢ ILS/Data Communications Reimbursement	3.25%	$ 38,317
➢ Other Revenue	21.87%	$ 258,272
TOTAL	**100.00%**	**$1,180,769**

How Do We Direct Our Funds?

➢ Purchase of Lib Materials	25.26%	$ 298,284
➢ SLS Services to Member Libraries	45.51%	$ 537,404
➢ Resource Sharing /Rural Services Payment	1.78%	$ 21,000
➢ Advertising/Promotion	1.17%	$ 13,766
➢ Board Services	1.20%	$ 14,120
➢ Contract Expenses	4.25%	$ 50,202
➢ Building Expenses	3.84%	$ 45,356
➢ Capital Expenditures	9.81%	$ 115,842
➢ Other	8.54%	$ 100,783
➢ Deficiency	(1.36)%	$ (15,988)
TOTAL	**100.00%**	**$1,180,769**

Shortgrass Library System
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SHORTGRASS LIBRARY SYSTEM

2003
ANNUAL REPORT

To The Partners

Celebrating 15 years of Library and Information Partnership in Southeastern Alberta

Sharing as a Focus

The Shortgrass Library System works for its member municipalities to:

➢ Improve resources available to municipal residents through **sharing**

➢ Make cost-effective use of community resources by **sharing**

➢ Reduce duplication of services by **sharing**

➢ Help rural municipalities have access to information services equal to their large urban counterparts by **sharing**

➢ Support individuals, communities and economic growth, and quality of life, by **sharing**

Who Do We Serve?

Member municipalities
➢ Town of Bassano
➢ Town of Bow Island
➢ Town of Brooks
➢ Village of Foremost
➢ City of Medicine Hat
➢ Town of Redcliff
➢ County of Forty Mile No. 8
➢ County of Newell No. 4 (Wards 1,4,5,6,10, Rolling Hills & Alcoma in Rainier)

Other contracted partners
➢ Graham Community Library in Ralston
➢ Medicine Hat School District #76

Population served
➢ 90% of the population in the SLS region now served by Shortgrass Library System

Plan of Service

2001 - 2003

The Plan of Service for 2001 - 2003 details the **Key Directions** for Shortgrass Library System. The key directions define the most important actions the System must accomplish in order to be successful in fulfilling its Mission. Key Directions focus the resources of the Shortgrass Library System on *doing the right things, doing them well, and at the right time.*

➢ Leadership and Governance
➢ Member Services
➢ Service Expansion
➢ Promotion / Awareness / Public Relations / Advocacy
➢ Staff Development and Morale

Key Statistics

➢ Items purchased for libraries	14,203
➢ Items catalogued and processed for libraries (includes donated items)	20,433
➢ Items re-catalogued (recon of libraries joining the system)	31,952
➢ Total items in system catalogue	580,415
➢ Annual per capita materials allotment	$3.65
➢ Total items circulated to patrons	747,016
➢ Total items moved among all member libraries	100,805
➢ Total visits to SLS website	142,132
➢ Total visits to SLS catalogue	41,730
➢ Total virtual visits to SLS	183,862
➢ Total holds placed on items (from home and library computers)	56,166
➢ Electronic database resources	8

"Libraries are the same size when connected"

Key Progress Indicators for 2003

➢ System growth was achieved with two additional municipalities becoming members – County of Newell & Town of Bassano

➢ The two new municipalities brought in three new libraries to SLS – Bassano Memorial Library, Alcoma Community Library (Rainier), & Rolling Hills Public Library. Adding the library records to the SLS catalogue (recon) was the major work project of the year.

➢ SLS intrasystem loans resulted in the movement of 100,805 items, compared to 83,824 items moved in 2002 – a 20% increase.

➢ The major capital expenditure was the purchase of a new server for our automated library system at a cost of approx. $60,000.

➢ A new delivery van was purchased with 50% support from the Community Incentive Program (CIP).

➢ The new libraries required additional services and staff was hired in the technical, cataloguing, acquisitions and delivery areas.

➢ Extensive awareness sessions re SLS services were held with the Prairie Rose Regional School Division No. 8 & the Catholic Region School Division No. 20. The Prairie Rose system expressed serious interest in obtaining SLS services.

➢ The new Internet Public Access Catalogue (IPAC) was initiated which incorporates the ability to search all our other on-line resources & databases.

➢ Increased professional development activities were organized for staff at SLS and for member libraries.

➢ The training of library patrons in the use of computers to access library services on a 24/7 basis was provided through a Community Access Program (CAP) Intern position, and the use of the APLEN portable computer training lab.

➢ The key SLS role of the year was the provision of strong and effective day-to-day services to our member libraries, which are our prime customers. Our satisfaction surveys indicated the SLS continues to provide highly satisfactory services to the libraries.