

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
- Village of Rosemary
- County of Forty Mile No. 8
- County of Newell No. 4 (Divisions 1,4,5,6,7,10, Rolling Hills & Alcoma in Rainier)

Other contracted partners

- Graham Community Library in Ralston
- Medicine Hat School District No. 76
- Prairie Rose Regional School Division No. 8

Population served

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

Plan of Service

2002 - 2004

The Plan of Service for 2002 - 2004 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 | 17,303 |
| ➤ Items catalogued and processed for libraries (includes donated items) | 22,924 |
| ➤ Items re-catalogued (recon of libraries joining the system) | 57,890 |
| ➤ Total items in system catalogue | 698,85 |
| | 3 |
| ➤ Annual per capita materials allotment | \$3.74 |
| ➤ Total items circulated to patrons | 762,87 |
| | 7 |
| ➤ Total items moved among all member libraries | 118,99 |
| | 6 |
| ➤ Total virtual visits to SLS | 186,13 |
| | 9 |
| ➤ Total holds placed on items (from home and library computers) | 64,763 |
| ➤ Electronic database resources | 23 |

"Libraries are the same size when connected"

Key Progress Indicators for 2004

- With the Village of Rosemary and the County of Newell area surrounding Rosemary (Division 7) becoming members of the SLS, system growth was achieved.
- Prairie Rose Regional School Division No. 8 established a contract with SLS to provide automated library services for their 20 school libraries. When the recon project (adding the school library records to the SLS catalogue) is completed in 2006, the school system students and staff will have the ability to search the total collection in all the school libraries, place holds, and have the requested items delivered to their school.
- The Preferred Futuring session was a major event the SLS held to determine what the SLS should look like in 2015. Then a new Plan of Service for 2005-2007 was developed that will provide direction and strategies to arrive at our "preferred future".
- SLS intrasystem loans resulted in the movement of almost 120,000 units between the public libraries in 2004, compared to 100,805 items in 2003 – a 20% increase.
- SuperNet preparations for the system have been a challenge. The SuperNet will greatly improve library services for patrons, especially in the rural areas.
- SLS is exploring a partnership with Chinook Arch Library System to share an Integrated Library System (ILS). This is a major project that will assist in system service and stability.
- Professional development activities for staff at SLS and member libraries focus attention on improving services to patrons.
- Library patrons' training in the use of computers to access library services on a 24/7 basis was provided through a Community Access Program (CAP) Intern position.
- 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.

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 2004 the Trustees were:

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

Leadership Team

The implementation of the Board of Trustees Plan of Service and the Board's policies, which establish the direction and goals for SLS, are 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 11.3 FTE members.

"Libraries build communities"

"Sharing is our Game"

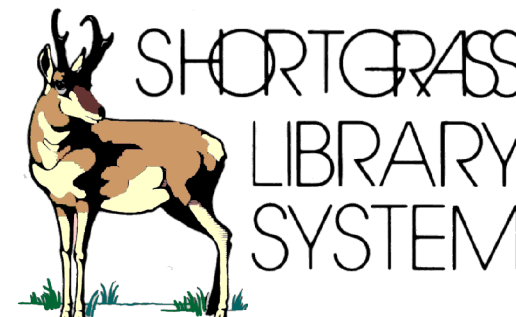
Financial Summary

How Are We Funded?

| | | |
|---|----------------|--------------------|
| ➤ Provincial Grants | 21.77% | \$ 266,958 |
| ➤ Municipalities/Member Libraries | 47.79% | \$ 585,941 |
| ➤ Contract Revenue | 13.58% | \$ 166,466 |
| ➤ ILS/Data Communications Reimbursement | 3.33% | \$ 40,845 |
| ➤ Other Revenue | 13.53% | \$ 166,007 |
| TOTAL | 100.00% | \$1,226,217 |

How Do We Direct Our Funds?

| | | |
|--|----------------|--------------------|
| ➤ Purchase of Lib Materials | 24.39% | \$ 299,075 |
| ➤ SLS Services to Member Libraries | 40.71% | \$ 499,193 |
| ➤ Resource Sharing /Rural Services Payment | 1.71% | \$ 20,968 |
| ➤ Advertising/Promotion | .82% | \$ 10,055 |
| ➤ Board Services | .90% | \$ 11,036 |
| ➤ Contract Expenses | 13.58% | \$ 166,466 |
| ➤ Building Expenses | 4.33% | \$ 53,095 |
| ➤ Capital Expenditures | 4.37% | \$ 53,586 |
| ➤ Other | 6.79% | \$ 83,314 |
| ➤ Excess | 2.40% | \$ 29,429 |
| TOTAL | 100.00% | \$1,226,217 |



2004 ANNUAL REPORT

To The Partners

*Celebrating 16 years of Library and
Information Partnership
in Southeastern Alberta*

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