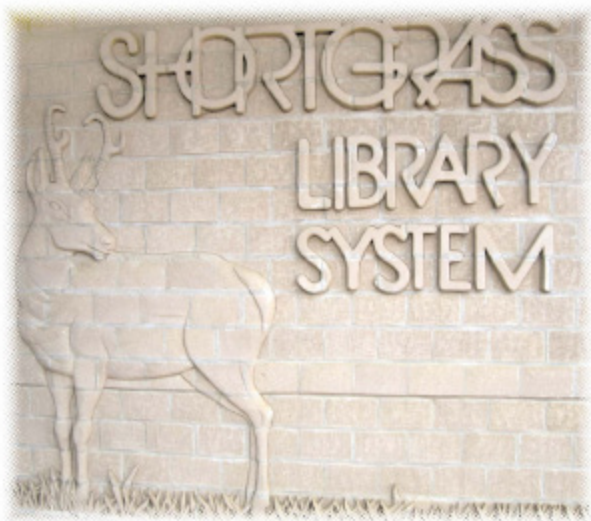




**2006**

# **ANNUAL REPORT**

*To The Partners*



*Celebrating 18 years of Library and Information Partnership  
in Southeastern Alberta*



*Message from the Chair of the SLS Board of Trustees*

I am pleased to present the Shortgrass Library System 2006 Annual Report to our partners. Our Board, which is composed of representatives from our member municipalities and a ministerial representative, has established a business plan (Plan of Service) to direct the collective work of the Board and staff in accomplishing what our member municipalities and member libraries want and need from SLS.

On behalf of the Board, I can confidently assure our partners that Shortgrass is successfully fulfilling the Mission Statement, Key Directions and Key Results, as detailed in the 2005 - 2007 Plan of Service.

Shortgrass continues to grow and improve its services. With the strong support from our partners, Shortgrass is a healthy corporation that provides an outstanding library and information support service to the libraries and their patrons in Southeastern Alberta.

Dwight Nagel,  
Chair, SLS Board of Trustees



## Board of Trustees

The Shortgrass Library System is governed by a Board of Trustees composed of appointed representatives of each member municipality plus two Ministerial appointments.

During 2006 the Trustees were:

	Dwight Nagel	Chair		
	Martin Shields	Vice-Chair		
Dave Bahn Miller	Chair, Programs & Services Committee			
Rosalie Stromsmoe	Chair, Finance & Personnel Committee			
Keith Bender	Trustee	Joyce Baerg	Trustee	
Julie Friesen	Trustee	Kathi Herman	Trustee	
Larry Jasperson	Trustee	Ann Karig	Trustee	
Anne Marie Philipsen	Trustee	Gordon Reynolds	Trustee	
Sherry Steinbach	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 16.37 FTE members.

*"Libraries build communities"*  
*"Sharing is our Game"*

### 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, economic growth and quality of life by sharing



## Who Do We Serve?

### Member Municipalities (11)

- Town of Bassano
- County of Forty Mile No. 8
- City of Medicine Hat
- Village of Tilley
- Town of Bow Island
- Cypress County
- Town of Redcliff
- County of Newell No. 4 (Divisions 1,2,4,5,6,7,10, Rolling Hills & Alcoma in Rainier)
- City of Brooks
- Village of Foremost
- Village of Rosemary

### Other Contracted Partners

- Medicine Hat School District No. 76
- Prairie Rose School Division No. 8

### Population Served

97% (91,090) of the population in the SLS region is now served by Shortgrass Library System

## Plan of Service

The Plan of Service for 2005 - 2007 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 at the right time, and doing them well.

- Leadership and Governance
- Member Services
- Service Expansion
- Advocacy and Public Relations
- Staff Development and Training

## Key Happenings in 2006

### Accomplishments

1. Utilized special Library Grant to increase services to our member libraries:
  - Staff and patron training for use of the 24/7 services we have available, such as the automated catalogue, electronic databases, other information
  - Technical support
  - Consultation and advisement regarding improving library servicesTo provide the above, SLS engaged the services of two professional librarians:
  - Public Services Librarian
  - Training and Consulting Librarian
2. Prepared for the new hardware/software program (Integrated Library System) in cooperation with our partner – Chinook Arch Library System.
3. Completed the addition of all the library resources of our newest municipal member, Tilley, to the SLS automated catalogue.
4. Completed the addition of all library resources of the 20 school libraries in the Prairie Rose School Division No. 8. As of September '06, 16 schools are using the SLS automated library system to circulate their resources. The next step is to start sharing resources between schools.
5. Entered into an agreement with our two (2) neighboring library systems, Chinook Arch and Marigold, to develop the Rural Information Services initiative (RISE). The RISE organization is seeking serious funding from the Rural Alberta Development Fund to improve greatly the services in our rural libraries.
6. Continued to emphasize our awareness, advocacy and public relations activities – trade shows, parades, special community events.
7. Increased the SLS intrasystem loans which resulted in the movement of 132,721 items between the public libraries, compared to 126,466 items in 2005.
8. Organized and achieved professional development activities for staff at SLS and member libraries which focus attention on improving services to patrons.
9. Fulfilled the key SLS role of providing effective day-to-day services to our member libraries, which are our prime customers. Our satisfaction surveys continued to indicate that SLS provides highly satisfactory services to the libraries.



*"Libraries are the same size when connected"*



### Key Statistics for Public Libraries Year 2006

• Items purchased for libraries	15,654
• Items catalogued and processed for libraries (includes donated items)	20,440
• Items added or re-catalogued for libraries joining the system	12,907
• Total items in system catalogue	408,838
• Annual per capita materials allotment	\$3.93
• Total items circulated to patrons	749,962
• Total items moved among all member libraries	132,721
• Total virtual visits to SLS website and catalogue	760,460
• Total holds placed on items (from home and library computers)	80,019
• Electronic database resources	35



## Financial Summary

### How Are We Funded?

	Year 2005	Year 2005	Year 2006	Year 2006
Provincial Grants	24.76%	\$318,052	23.23%	\$337,608
Municipalities/Member Libraries	50.84	653,032	49.26	715,970
Contract Revenue	11.32	145,418	12.57	182,711
ILS/Data Communications Reimbursement	3.10	39,825	2.45	35,556
Other Revenue	<u>9.98</u>	<u>128,178</u>	<u>12.49</u>	<u>181,754</u>
TOTAL	100.00%	\$1,284,505	100.00%	1,453,599

### How Do We Direct Our Funds?

	Year 2005	Year 2005	Year 2006	Year 2006
Purchase of Lib Materials	25.60%	\$328,847	24.63%	\$358,071
SLS Services to Member Libraries	45.59	585,653	45.80	665,739
Resource Sharing/Rural Services Payment	3.43	44,000	3.03	44,000
Advertising/Promotion	0.88	11,294	0.96	13,908
Board Services	0.99	12,683	1.04	15,804
Contract Expenses	11.32	145,418	12.57	182,711
Building Expenses	3.87	49,764	4.53	65,916
Capital Expenditures	2.13	27,420	2.87	41,691
Other	6.64	85,266	4.94	71,850
Excess/Deficit	<0.45>	<5,840>	<0.37>	<5,371>
TOTAL	100.00%	\$1,284,505	100.00%	1,453,599