



Vilna & District Municipal Library

780-636-2077

librarian@vilnapubliclibrary.ab.ca

5431 – 50th St

P.O. Box 119

Vilna, Alberta, T0A 3L0

Vilna & District Municipal Library

Plan of Service

2022-2026

Our Mission Statement: To support the Vilna & District Municipal Library as they strive to encourage a lifelong love of reading & literacy within our diverse community, by supporting the further collection of resources, & creating a vibrant, friendly gathering place.

Needs Assessment: The Vilna & District Municipal Library has conducted a month-long public survey within the Vilna & District area to gather the input & opinions of not only our patrons, but other members of this diverse community as well. It is from these findings, the Vilna & District Municipal Library, has created our goals for our 2022-2026 plan of service. Our largest goals stem from the requests for more programs, for all age groups, within our diverse community and the call for the library to have more accommodating operating hours. Both goals are priority, to the Vilna & District Municipal Library.

Goal Overview:

1. To provide programs for all age groups and acquire the necessary funding to provide them at the highest level of care, professionalism, and benefit to our diverse community.
2. To accommodate our ever growing & changing community by adjusting operating hours, to better suit the needs of our community going forth, whilst aiding in the continuation of our vibrant cultural gathering atmosphere.
3. To expand our collections, resources, and knowledge base to be more inclusive, while supporting Freedom of Information.
4. To continue to work closely with the Indigenous community within the Vilna & District area, including across Alberta as a whole.



Vilna & District Municipal Library

780-636-2077

librarian@vilnapubliclibrary.ab.ca

5431 – 50th St

P.O. Box 119

Vilna, Alberta, T0A 3L0

Goals & Objectives

Goal 1: To provide programs for all age groups & acquire the necessary funding to provide them at the highest level of care, professionalism, & benefits to our diverse community.

Benefit: Providing Programs for all ages, from children to seniors, this will further help them gain valuable skills, traits, and lifelong passions, whilst also building lasting connections within the community across generations.

Person Responsible: Library Manager, Library Staff (when deemed necessary), Board Members (when deemed necessary), with the possibility of volunteers.

Required Resources:

- Library Manager – To apply for grants & funding, plan, schedule & deliver the programs @ library manager hourly wage (number of hours dependent on grant and program being offered).
- Library Staff – To assist in the delivery of programs as directed by the library manager, when necessary, @ library staff hourly wage (number of hours dependent on grant and program being offered).
- Board Members – For board duties as they relate
- Volunteers – All volunteers are welcome to help assist in the delivery of the programs as directed.

Objective 1: Successfully obtain the funding needed to provide the programs, by applying for grants and other funding opportunities.

Evaluation: Vilna & District Municipal Library Board and Library Manager to provide ongoing evaluation, after every grant application, throughout the next 5 years.

Objective 2: Successfully providing the programs and receiving the participation from the community, for the duration of the programs.

Evaluation: Vilna & District Municipal Library Board & Library Manager to provide ongoing evaluation after each program throughout 2022 – 2026.



Vilna & District Municipal Library

780-636-2077

librarian@vilnapubliclibrary.ab.ca

5431 – 50th St

P.O. Box 119

Vilna, Alberta, T0A 3L0

Goal 2: To accommodate our ever growing & changing community by adjusting operating hours to better suit the needs of our community going forth, whilst aiding in the continuation of our vibrant cultural gathering atmosphere.

Benefit: The benefits of adjusting our operating hours to better accommodate our communities' needs, including increased patron traffic, material circulation, and the furthering of our cultural gathering place to further meet the needs of our diverse community.

Person Responsible: Library Manager & Board Members

Required Resources:

- Library Manager – To survey & research the best operating hours going forward to meet the community needs, to adjust the hours as needed, scheduling and staffing the adjusted hours accordingly @ library manager hourly wage.
- Library Staff – To staff and work the adjusted hours where needed @ library staff hourly wage.
- Board Members – For board duties as they relate.
- Volunteers – All volunteers are welcome to help assist in library duties during operating hours

Objective 1: Research the community needs for adjusted hours in several forms including, survey, speaking in person, social media or other forms to collect the feedback. All feedback will then be used to decide how the hours should be adjusted for the best accommodation possible. This process can be completed annually or bi-annually to ensure the continual accommodation for our diverse community.

Evaluation: The Library Manager & Library Board will evaluate the feedback to decide the appropriate course of action to take, once the allotted time for gathering feedback is completed.

Objective 2: Implement the new hours, advise the public of the change, engage with our diverse community during these new hours, ensure success of the change.

Evaluation: The Library Manager & Library Board will evaluate the success of the changed hours by comparing prior figures with current ones, this will be done on an ongoing basis to ensure we are meeting community needs.



Vilna & District Municipal Library

780-636-2077

librarian@vilnapubliclibrary.ab.ca

5431 – 50th St

P.O. Box 119

Vilna, Alberta, T0A 3L0

Goal 3: To expand our collections, resources, and knowledge base, to be more inclusive, while supporting Freedom of Information.

Benefit: Expanding our resources, collections and knowledge base will better serve our community, allowing them to access a wide variety of materials, across many different genres, areas of life and topics, encouraging them to grow even further as an individual, also as a member of the community. Vilna is a diverse, growing community, which, with our continued support, will continue to grow.

Person Responsible: Library Manager

Required Resources:

- Library Manager – To survey patrons on their preferences and requests, to research growing topics and trends, to place orders for materials based on the information gathered @ library manager hourly wage.
- Board Members – For board duties as they relate.

Objective 1: Research what materials are trending, requested most, and gather the information to make informative decisions, in regarding what materials to purchases.

Evaluation: The Library Manager & Library Board will evaluate the growing collections to ensure new materials are being circulated, adjustments made to our collection, development can then be made based on performance.

Objective 2: Spread the word within the community that our collections are growing & new materials are arriving weekly, creating a buzz around the materials to ensure circulation and popularity.

Evaluation: The Library Manager & Library Board will evaluate the success of purchases on an ongoing basis through 2022-2026.



Vilna & District Municipal Library

780-636-2077

librarian@vilnapubliclibrary.ab.ca

5431 – 50th St

P.O. Box 119

Vilna, Alberta, T0A 3L0

Goal 4: To continue to work closely with the Indigenous community within the Vilna & District area, including across Alberta as a whole.

Benefit: As we continue our work within the WLFN #128 Goodfish community the benefits will last generations. Being able to bring Indigenous materials to the community will help them to connect, grow and step into their culture, never losing touch. This effect will span generations as the materials will always be available within the library. This will benefit not only the Goodfish community as we provide our pop-up services, bringing the materials into the community each week for easy access, but to all Indigenous Albertans who are also able to request these materials for their own use.

Person Responsible: Library Manager, Community Partner & Library Board.

Required Resources:

- Library Manager - To apply for funding, to purchase materials, & to provide the pop-up library & programs @ library manager hourly wage.
- Community Partner - To assist in the planning of programs, material purchases, & monthly assessment meetings, within the Library Manager @ Community Partners wages.
- Board Members – For board duties as they relate.

Objective 1: Successful application & proposal for funding each year, to ensure we have the funds to continue to grow & support our community in this way.

Evaluation: The Library Manager & the Library Board will evaluate as each new application/proposal period arrives.

Objective 2: Spread the word within the community, move the pop-up service to a more central & public friendly location, so all ages can access materials, run successful programs, & finally purchase materials beneficial to the community.

Evaluation: The Library Manager, Community Partner & Library Board will evaluate the success on an ongoing basis through 2022-2026.