



Needs Assessment

PURPOSE: To define a means of assessing current and future services.

POLICY

The Board shall ensure that a needs assessment and plan of service are conducted in compliance with the Alberta Libraries Act and Regulations. A review of the plan of service will be conducted at the Annual General Meeting.

GUIDELINES

1. A needs assessment will be done as required.
2. The format of the assessment will be determined by the Board.
3. Information from the needs assessment will be included in a plan of service.
4. Plan of Service will be monitored monthly.
5. A review of the Plan of Service will be done at least once a year at the Annual General Meeting (Policy B 13)

Date of Approval: September 5, 1995

Date Reviewed/Revised: October 12, 2004
May 13, 2008
May 11, 2010
April 9, 2013
September 8, 2015
October 10, 2017
October 14, 2021