



Taber Public Library Policy Manual

Board Policy: 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 on a monthly basis.
5. A review of the Plan of Service will be done at least once a year.

Date of Approval: September 5, 1995

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May 13, 2008  
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