



Clear Hills County

Effective Date: **MARCH 11, 2025**

Policy Number: **7006**

Title: **LIBRARY FUNDING POLICY**

1. Policy Statement

- 1.1. Clear Hills County recognizes the value of the services offered by the four local public libraries, Cherry Canyon Community Library, Menno Simons School Library, Worsley Central School Library, Hines Creek Public Library, and will provide funds to maintain service levels and current technology, separate from the funding provided under the Peace Library System funding agreement.
- 1.2. Clear Hills County will provide funds in the operating budget for these purposes.
- 1.3. To be eligible for the Library Funding each library must be open for a minimum of 10 hours per week as per legislated hours defined in the Peace Library System Policy and the Libraries Regulation as set out in Schedule A.

2. General

- 2.1. Clear Hills County will provide \$10,000.00 of unconditional funding annually to each of the following four local libraries:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library
- 2.2. Clear Hills County will provide \$2,000.00 of conditional funding annually to each of the following local libraries:
 - Cherry Canyon Community Library (Bear Canyon)
 - Menno Simons School Library (Cleardale)
 - Worsley Central School Library
 - Hines Creek Public Library

The conditional grant funds are to be allocated to programming.

- 2.3. Clear Hills County will provide \$500 of operating funding annually to the Fairview Public Library.
- 2.4. This funding will be distributed directly to each of the libraries by March 31 of the current fiscal year

3. Reporting

- 3.1. Twice a year the Chair or Designate from the local society board must either attend a Regular Council Meeting or submit a written report for inclusion in the Council agenda. One meeting in April/May to share the plan for the summer programming and one meeting in August/September to share the plan for the winter programming.

3.2. Each local society board must provide annually, no later than January 15th, the following:

- Library hours of operation
- Financial report including cost of the Librarian.
- Detailed report on programming including budgets, profit & loss (if charged events) and the total cost per event.

Boards who have not met the reporting requirements will not be eligible for future library funding.

4. End of Policy

ADOPTED

Resolution: C172(02/22/11)

Date: February 22, 2011

AMENDED:

Resolution: C674-16(11/23/16)

Date: November 23, 2016

Resolution: C489-20 (10/13/20)

Date: October 13, 2020

Resolution: C123-25 (03/11/25)

Date: March 11, 2025

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Schedule A

- a) Each library service point encourages library use by all residents of the community it serves by providing suitable hours of service as determined by the Peace Library System, the Local Society and the Libraries Regulation.
- b) Hours of operation in each library service point reflect the needs of the community.
- c) Library service points will be closed on statutory holidays. The library may close during civic holidays, community celebrations, and in cases of power failure, extreme weather conditions, disaster, and/or public health order.
- d) Library service points in schools may be open to the public, the library service point is open to the public outside of the hours during which the school is in operation for regular classes, including being open during evenings or weekends, or both, and during the summer.