



North Carolina Department of Cultural Resources  
State Library of North Carolina

Beverly Eaves Perdue, Governor  
Linda A. Carlisle, Secretary

Cal Shepard, State Librarian

July 23, 2012

Prospective Steering Committee Member:

The best public libraries reflect the needs, values, and vision of the communities they serve and to achieve this, libraries must regularly engage a broad range of community representatives in a comprehensive assessment process. This year, the State Library has launched a statewide Community Needs Assessment pilot project funded by the Institute of Museum and Library Services (IMLS) to aid public libraries in this effort. The Lincoln County Public Library is one of eight libraries selected as a lead participant. The activities planned for this project will provide the Lincoln County Public Library with a clear picture of current library use, the value people place on this community service, and how the Library needs to move forward to fulfill its mission.

The first step in the process is to establish a Needs Assessment Steering Committee for the Lincoln County Public Library. Jennifer Sackett, Library Director, identified you as a prospective member of this team and I encourage your participation in this critical role. The Steering Committee will work with Bill Millett, a consultant provided by the State Library, to conduct the surveys, focus groups and community leader interviews that will identify significant community needs and expectations for library services and the future of the Lincoln County Public Library.

When the Community Needs Assessment is completed, the Steering Committee will receive a final report from the consultant that will serve as a foundation for the Library's strategic planning process. Additional funding from IMLS will be provided to the Lincoln County Public Library at that time and Mr. Millett will continue to work with the Committee to develop the Library's strategic plan.

This State Library project will not only provide the Lincoln County Public Library with the information essential for its current planning needs, it will also lead to the development of effective assessment strategies and tools for all of our public libraries. North Carolinians will benefit greatly as more libraries use these new resources to ensure their programs and services are truly meeting community needs!

Sincerely,

*Cal Shepard*

Cal Shepard  
State Librarian