

Donating Items

Westlock Libraries accepts donations of books, DVDs, Blu-rays and CDs.

Donated items must be clean, odor-free and in good to excellent condition.

Recently published materials are especially welcome (within 5 years).

The Library accepts donation of:

- **Books** (Hard-Cover & Paperback)
- **DVD, Blu-ray movies** (with original case)
- **CDs & Audio Books** (with original case)
- **Local history books**
- **New Magazine Subscriptions**

The Library does NOT accept

- **Textbooks or Encyclopedias**
- **Vinyl Records, Cassettes OR VHS**
- **Items with mold, mildew or damage**
- **Old Magazines, Reader's Digest Books**
- **Pirated / Copyright violated items**

Donations can be dropped off at the Service Desk with Library Staff during our regular business hours.

Once donated, materials may be put into library collections, book-sales or recycled according to item need and condition.

Book-sale proceeds go towards the purchase of new collection items and Friends fundraising initiatives.

Donating Equipment

Westlock Libraries accepts donations of equipment, supplies or furniture.

Donated items must be in good working condition. Items will only be accepted if they can be used by the Library.

Charitable receipts will be issued for items with an assessed value **over \$100.**

Westlock Libraries Locations & Hours

Westlock Municipal Library

Main Branch

1-10007-100 Avenue
Westlock, Alberta T7P 2H5
Phone: 780-349-3060 Fax: 780-349-5291
www.westlocklibrary.ca

Regular Hours of Operation

Monday, Tuesday, Friday 9:30 a.m. - 6 p.m.
Wednesday & Thursday 9:30 a.m. - 8 p.m.
Saturday 10 a.m. - 4 p.m.
Closed Sundays & Holidays

Summer Hours- June 1- August 31

Monday, Tuesday, Thursday, Friday 9:30 a.m.- 6 p.m.
Wednesday 9:30 a.m.- 8 p.m.
Saturday 11 a.m. - 3 p.m.
Closed Sundays & Holidays

Jarvie Public Library

Located in Jarvie Community Centre
Phone: 1-780-809-1544
www.westlocklibrary.ca

Regular Hours of Operation

Tuesdays 4 p.m. - 7 p.m.

Summer Hours- June 30 - August 31

Tuesday 9 a.m. - 12 noon

M. Alice Frose Library

Located in Fawcett Community Hall
Phone: 1-780-809-2244
www.westlocklibrary.ca

Regular Hours of Operation

Wednesdays 10 a.m. - 2 p.m.
Thursdays 5 p.m. - 8 p.m.

Summer Hours- June 30 - August 31

Wednesdays 10 a.m. - 2 p.m.

General Inquiries

Contact our Main Branch Library
about Resources, Services & Programs

Phone: **780-349-3060** Fax: **780-349-5291**
info@westlocklibrary.ca

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Donating & Volunteering At Your Library



Supporting Services in Your Community

Westlock Libraries includes 3 service points:

- **Westlock:** located in the Heritage Building
- **Jarvie** located in the Jarvie Community Centre
- **Fawcett** located in Fawcett Community Hall

Donating Money

Our Libraries operate on a fixed budget. We appreciate the generous support from our communities to help with projects and purchases that are beyond our budget.

Monetary donations can be gifted as cash, debit, credit-card or cheque made payable to "Westlock Municipal Library".

All donations over \$20.00 receive a charitable tax receipt.

Donors may specify how they would like their contribution allocated

- **Capital:** equipment or furnishings
- **Operations:** collections & programs
- **Memoriam/ Honorarium:** on behalf of a loved one.

The Library also accepts donation of recyclable beverage containers.

Donating Time

Volunteering is an act of giving that is vital to sustaining our libraries.

Volunteers donate their time, expertise and experience to the betterment of our communities and our libraries.



Volunteer activity is an excellent addition to any résumé and shows that you are committed to community-building through a respected workplace such as the library.

Library Trustees & Friends Members

Trustees

The Westlock Library Board is a group of community-minded people who provide dynamic leadership and direction for Westlock Libraries.

Trustees also serve on committees to help steer the library towards excellence in services, resources & programs to enriching the lives of library users.



Trustees are members of the public appointed by Municipal Councils who work together to govern the Library.

Friends:

Friends of Westlock Public Library are a group of volunteers who help to plan and promote fundraising activities.

The Friends are a charitable organization that get involved in casinos, raffles, book sales, and other special events.

Fundraising proceeds go towards the enhancement of library services, resources & programs as well as student scholarships, special furnishing projects, and community philanthropy.

This is YOUR Community! This is YOUR Library! Get involved...

How Can You Get Involved?

Come and See:

Board meetings are open to the public and are held on the first Thursday of each month. Come and see if you would be interested in becoming a Trustee with our award-winning team.

Come and Talk:

Speak with the staff about volunteering in the library. Tell us how you would like to help or what area your talents, experience or expertise would be best suited.



Come and Apply:

The Library accepts applications for all levels of volunteer activity year round. Ask staff for a volunteer application form and let us know if you want to get involved as a Friend, Trustee, or in any other volunteer role.

