

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Oct. 9, 2018 at 12:30 p.m. at the library.

Present: M-W: Brian Reid, John Harris, Victor Suthren.

Montague: Wendy Simpson-Lewis
and Mary Kate Laphen (Librarian)

Regrets: Sue Birta, Carole Roberts

Meeting called to order at 12:40 pm.

1. Declaration of Pecuniary Interest: John Harris declared a conflict re: the review of quotes for the building repairs.

2. Adoption of Agenda: ADOPTED.

3. Approval of Minutes: Minutes from Sept. 11/18 meeting – APPROVED.

4. Correspondence: None

5. Questions/ Presentations from Public: None

6. Friends of the Library Report: The Friends' AGM is coming up this month.

7. Financial Report:

- **2018 Financial Update:** deferred to next meeting (municipal office is short-staffed).

8. Librarian's Report: see below.

9. Other Business:

i. Updates:

- **Workplace Health & Safety:** This has been delayed, but should be happen sometime this fall.
- **Planned Giving:** The wording that we wish to use has been approved by the municipal lawyer.
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ii. Building:

- **Chalkboard Wall:** This has been completed and is being used. It is generally considered "cool". Mary Kate has asked the Friends to sponsor this.
- **Building Repairs:** *[John Harris excused himself from this item, due to a pecuniary interest]*
 - Reviewed quotes for the work on the building porch, etc and made a selection.
 - We are still waiting for additional quotes for the roof work.

iii. Open House/ 10th Anniversary of Building:

- Scheduled for Oct. 13. Open House will be 10:30 – 3:30, but will have do the official 10th anniversary/thank you to Lions at 2:00.
- The Lions, Council, and the press have been invited. There was some advance publicity in the NG Times. Will look into other publicity. Will send a picture to the Phoenix afterwards.
- The cake has been ordered and refreshments are planned
- John will pick up the Lion's plaque and have it on display
- Brian will say a few words to go with the cake. Will also invite Lions to say something.
- All board will come for 2:00. Brian & John will come in the morning as well.

11. Next meeting:

- Tues, Nov. 13, 2017 at 12:30 at the Library. Will send out last time's End of Term Report in preparation Meeting concluded.

Librarian _____

Chairperson _____

Librarian's Report for Sept-Oct/18

Statistics:

Sept	2018	2017	2016	2015
Patrons	1160 -8.5 % w/mtgs 1169	1269 +2 % w/mtgs 1281	1245 -6.5% w/mtgs 1270	1332 -14% w/mtgs 1360
(Kids/Youth)	269 (79 / 190)	345 (111 / 234)	359 (117 / 242)	356 (194 / 162)
(Progs)	72-in (10 prgs, 1 CV- in) 13-out of Lib, (2-prgs, 0 CV)	87-in (13 prgs in) 20-out of Lib, (3-prgs, 0 CV)	99-in (14 prgs in) 35-out of Lib, (2-prgs, 1 CV)	97-in (14 prgs in) 14-out of Lib, (3-prgs out)
Mtg Rm users	9 (1 mtgs)	12 (2 mtgs)	25 (4 mtgs)	28 (5 mtgs)
Circulation	1981 +1.5% OverDrive: 334(circ) TOTAL 2315 +3%	1952 -18% OverDrive: 296(circ) TOTAL 2248 -14.5%	2379 -0.8% OverDrive: 256(circ) TOTAL 2635 +2%	2398 -21.5% OverDrive: 196(circ) TOTAL 2594
(Adult/Child)	(A-1328, J-637, T-16)	(A-1249, J-658, T-45)	(A-1544, J-795, T-40)	(A-1542, J-789, T-67)
Internet use (+wireless):	243 -17% (210 / 25w / 8 Tab)	293 -14% (244 / 36w / 13 Tab)	341 -4.5% (296 / 37w / 8 EL)	357 -18.5% (284 / 56w / 17 EL)
ILLs borrowed/lent:	84 / 108	101 / 91	125 / 78	76 / 78

Overall, September was slower than last year. Afterschool visits and participation in kids' programs were down. Internet use was also down (partly related to fewer kids' visits), but circulation was up slightly.

Programs & Services:

Children's Programs:

StoryTime: Attendance has been low this month, but we have some new faces.

Lego Club: Continues as a Sat. morning drop-in. Attendance is very irregular.

Tech Club: Am trying this as a once a month activity on Sat mornings, but this may not be the best time slot for it.

Read To Every Kid: Has just started. The books have started circulating, but need to work on promotion

Afterschool Youth Group: We are getting very few afterschool kids, at the moment. Will see what we can do to boost this.

Halloween Activities: I will be doing a Saturday Halloween StoryTime program, partly to gauge interest in weekend programs for younger kids. We will also have a Halloween Costume Photo Shoot using the green screen at the library and I will be doing one at the Firefighters' Halloween Party for Kids again.

PlayGroup: PlayGroup has started up again, I am continuing my weekly story visits. They seem to have a larger group this year.

Daycare: Continuing monthly visits to the toddlers and preschoolers & loan of books on request. I will be doing a visiting StoryTime for their booksale (Nov. 3)

Schools: Halloween visits to primary grades are scheduled for Merrickville and Montague schools.

Groups (Cubs, Brownies, etc): Will look into connecting with the leaders.

Adult Programs:

Library Book Club: Our book club continues to go well.

Off The Shelf: has starting up again. Attendance is good.

Museum Passes: Use is slower now that summer is over, but they are still popular.

Internet: Was slower in Sept, but is still getting a lot of extended use. Some of our very regular users are no longer in the communitu.

InterLibrary Loans: Incoming were down a bit, but our lending to other libraries was up.

Seniors Home: Rosebridge Manor still getting books (month loan). Hilltop seems to have put this on hiatus.

Pools: The new DVD pool came in Sept. The LP pool will rotate this month.

Meeting Room: The meeting room was used by library programs, the Fair Board, the Knitting Club.

Collection: The fall bestsellers are coming in. I'm currently weeding the adult non-fiction.

Volunteers: The volunteer situation is fine, although some are away.

Donations: We were the recipients of a grant from Kathleen Brown Fund again this year. We had several

donations from the public in Sept

Facilities: see Building Update (item #9ii).

Publicity/Outreach: Had an article on the Art Workshops and the 10th Anniversary in the NG Times. Am doing the usual Phoenix column, the webpage, Facebook updates, signs, and flyers – and the Open House.

Partnerships/Outreach: Visits to the schools & daycare for Halloween. Continuing to do the municipal facebook page. Need to contact the Trails Society for an update on the StoryTrail.

Professional Development, Meetings, etc: Attended the Small Libraries Committee meeting and the mini-symposium in Brockville last week.

Grants, etc: Have submitted the data for the Provincial Operating Grant; this should be received fairly soon.

Plans for month: I will be: preparing for the Open House; doing Halloween programs/visits; deciding about eResources for 2019; continuing with weeding and reorganizing; doing a bit of outreach; and getting things ready for the extended November meeting; plus the usual library business.