

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Feb. 21, 2013 at 7:00 p.m. at the library.

Present: M-W: Sue Birta, John Harris, Brian Reid,

Montague: Dianne Coates, Elaine Empey

and Mary Kate Laphen (Librarian)

Absent: Victor Suthren

Meeting called to order at 7:14 pm.

1. **Declaration of Conflict of Interest (pecuniary):** None.

2. **Adoption of Agenda:** ACCEPTED.

3. **Approval of Minutes:** Jan. 3, 2013 minutes – APPROVED.

4. **Correspondence:** None.

5. **Questions/ Presentations from Public:** None.

6. **Financial Statement:** deferred.

7. **Friends of the Library Report:** The Friends have financed this year's subscription to OverDrive (eBooks/eAudiobooks) and our subscription eResources (World Book Online, A to Z World Travel, Canada in Context) and the new large mat for the entrance. They will be doing the Annual Plant Sale in May, and are thinking of having a table in the big Garage Sale. Some discussion/suggestions re: this. Mary Kate will ask about Adopt-a-Book.

8. **Librarian's Report :** see below

- Motion to set aside the recent donation received from Nancy Dulmage for the genealogy scanning project - APPROVED.
- Question raised: should we edit the Alice Hughes collection while we are scanning? The general feeling was No, except in obvious cases of duplication, etc.

9. **Other Business:**

a. **Building Report:**

Architectural Student: The student has looked over the library, she will be sending in a letter with recommendations re: heating/cooling the upstairs, possibilities for future expansion/remodeling of library building.

b. **Strategic Planning:** Reviewed notes from planning meeting. Board is satisfied with our results and feels that we can proceed with developing our strategic directions into goals/objectives/plans. Mary Kate reviewed our notes with a SOLS rep, who also feels that our strategic directions sound good, although our vision statement may not be as "vision-y" as it could be. Set up special meeting to work on our next steps. *Note: date of meeting has been changed to **Apr. 3/13**.*

c. **Annual Report:** Reviewed and approved draft of Annual Report for 2012. Note: financial summary is still needed; however, year-end financial report is not yet available.

10. **Next meeting:** Mar. 14, 2013. Meeting concluded.

_____ Librarian

_____ Chairperson

Librarian's Report for Jan-Feb /13

Statistics:

December	2012	2011	2010	2009
Patrons	751 -10%	837 +13.5%	737 +9%	678
(Kids/Teens)	(159/43)	(199 / 43)	(124 / 50)	(124 / 50)
(Progs)	(92-in, 217-out of Lib)	(111-in, 232-out)	(40-in, 219-out)	(53- in, 294-out)
(# of programs: 6 in, 2 out)				
(Class visits)	12 (1 in, 11 out)	13 (2 in, 11 out)	7 (7 out)	
Meeting Rm users	23	39	11	37
Circulation	2057 -1%	2075 +10%	1880 +7.5%	1748
(Adult/Child)	(A-1111, J-645, T-97)	(A-1236, J-741, T-98)	(A-1177, J-592, T-78)	(A-1120, J-532, T-96)
Internet (+wireless):	181 (153+24w+4EL) -14%	210 (163+36w+11EL) +28%	164 (136+28w) +0%	163 (142+21w)
ILL borrowed/lent:	58/55	44 / 40	63 / 52	84 / 51
E-collection use	158 sessions	150 sessions	122+ sessions	

December use was down from last year, which was unusually good (partly due to very good weather), but still up from 2010. There were fewer programs in Dec. because of the general busyness of the month. January stats are not available at the time (due to year-end demands), but use has rebounded strongly in January.

Programs & Services:

StoryTime: Going well. Attendance is good for January.

Lego Club: low attendance, but popular and easy to run.

R2EK: this has wrapped up for this year. We had a Sat. program combining the end of this with Family Literacy Day, but had low attendance.

French StoryTime: Ran another session in early Feb. Have a high school student to do the stories, but I am putting together the program. Low attendance. Wasn't able to schedule for March Break, but will try again for early spring.

PlayGroup: continuing my regular weekly story visits.

Daycare: Continuing monthly visits & loan of books.

Schools: French classes are not visiting currently. Did Valentine's visit to Merrickville K (by request). Continuing to lend books to some teachers.

Groups (Cubs, Brownies, etc): N/A.

March Break: activities for kids are in the planning stage.

Off The Shelf: started up again in Feb. Continuing popular, although weather is not helping attendance.

Wellness Talks: attendance is picking up. People are finding them informative.

Internet Basics: only attracts a few people each time, but they are very appreciative.

Tax Seminar for Seniors: scheduled for next week.

New Adult Info Seminars: Jan. program on home staging was popular and had good attendance. This month re: online banking, should also do well.

Library Book Club: Our 2 book clubs continue. The evening one has members but sparse attendance at meetings.

Museum Passes: have low but ongoing interest.

Internet: has picked up a lot in Jan. There has been a big jump in in-library wireless use.

InterLibrary Loans. Have rebounded from their Dec. lull.

Seniors Home: Rosebridge Manor still getting books (month loan).

Pools: New DVD pool has just arrived - continues to be very popular.

Meeting Room: Used by library programs and book clubs, as well as Fair Board, Knitting Club, and Soccer Club.

eResources: eBooks have picked up again, and I've had several questions about eReaders (many people got them for Xmas). OverDrive has changed their website to be easier to use. The other eResources are generally low, but have picked up in some areas.

Collection: Adding new materials purchased at year end (DVDs, kid's books), plus new stuff coming in. Have ordered more adult books, as it is flying off the shelves. Have started weeding the adult fiction & have reorganized the teen books.

Volunteers: All is well. Have a new volunteer to help with the genealogy scanning.

Donations: Received a \$2000 donation from Nancy Dulmage for the genealogy scanning project. (See motion above).

Facilities: The new mat is here. The roof has been leaking along the roof join. Public works sent someone to break up the ice dam, which stopped the leak, but should look at it in the spring. Currently working on replacing the server. Have the hardware, but am looking for better pricing for the operating system.

Publicity/Outreach: Have completed draft of the 2012 Annual Report. Doing the usual publicity (Phoenix, website, Facebook page, flyers & signs). Still having problems getting items included in the EMC. Continuing to update the website re: changing resources & a few technical problems.

Professional Development, Meetings, etc: "attended" webinars on maintaining websites and on the new Overdrive platform (for ebooks).

Grants, etc: Getting information together for the Annual Survey (for the Provincial Grant).

Plans for month: Publicity, planning & prep for March Break. Finish compiling Annual Survey data.

Complete financial summary for Annual Report & Annual Survey. Finish weeding the adult fiction. Work on strategic planning (after March Break). Contact Friends re: Adopt-a-Book. Plus the usual library business.