

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Jan. 3, 2013 at 7:00 p.m. at the library.

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

Montague: Elaine Empey

and Mary Kate Laphen (Librarian)

Absent: Sue Birta, Dianne Coates (leave of absence)

Meeting called to order at 7:04 pm.

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

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

3. **Approval of Minutes:** Nov. 23, 2012 minutes – APPROVED.

4. **Correspondence:**

- Follow-up to Community Needs Assessment Report. This has been distributed to Councils. Merrickville-Wolford Council has asked for a presentation re: the report, but would like it included with our Annual Report presentation.

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

6. **Friends of the Library Report:** N/A

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

- Side discussion of programs that John will present in Feb. Mary Kate and John to discuss further.
- Q re: what is causing ILL increase? Partly book clubs, and we have a few heavy users at the moment.

8. **Other Business:**

a. **New Business from John:** Q re: links on library website. John will discuss with Mary Kate.

b. **Architectural Student:** John has set this up for a Sat. in Jan. or Feb. (TBA). John will make a donation to the library to cover an honorarium to the student for her work. The board approved proceeding with this plan.

c. **Planning Meeting Planning:** Discussed plans for the planning meeting, including the possibility of an outside facilitator. It was decided to attempt a planning meeting (Jan. 18 at 1:00 pm) without an outside facilitator, using the resources from SOLS and from John. If this proves unsuccessful, we will approach an outside facilitator. Board members are requested to review the planning guide material from SOLS and the CNA report before the planning meeting, so that we will all ready to go at the meeting. Mary Kate and Brian will provide refreshments.

9. **Next meeting:** Feb. 14, 2013. Meeting concluded. *Note: date has since been changed to **Feb. 21/13.***

_____ Librarian

_____ Chairperson

Librarian's Report for Nov-Dec /12

Statistics:

November	2012	2011	2010	2009
Patrons	1168 -4%	1220 +8.5%	1121 +4%	1073
(Kids/Teens)	(308/59)	307/60)	(220 / 103)	(234 / 83)
(Progs)	(212-in, 47-out) (14 prgs + 3 CV-in, 4 prgs-out)	(110-in, 4 cls vsts, 63-out of Lib)	(106-in, 59-out)	(60- in, 64-out)
Meeting Rm users	26	36	30	97
Circulation	2734 -3%	2810 +3.5%	2716 +12%	2418
(Adult/Child)	(A-1597, J-1040, T-97)	(A-1654, J-976, T-180)	(A-1549, J-1034, T-99)	(A-1304, J-972, T-142)
Internet (+wireless):	273 (230/34w/9 EL) -22%	349 (292+40w+17T) +53%	228 (186+42w) -20%	284(239+45w)
ILL borrowed/lent:	83/98	94 / 71	74 / 58	93 / 50
E-collection use(approx.)	140+ sessions	192+ sessions		

Use statistics for November were down from 2011 (which had unusually high computer use), but still up from 2010. The number of programs increased and as a result program attendance almost doubled.

Programs & Services: The library ran fewer programs this month, because of the general busyness of Dec.

StoryTime: Attendance was down somewhat for Dec., but this is typical.

Lego Club: Didn't run in Dec. Have resumed on Sat. in Jan.

R2EK: continuing until Jan.

French StoryTime: planning to run end of Jan or early Feb.

PlayGroup: continuing my regular weekly story visits. PG only ran for 1st 2 weeks of Dec.

Daycare: Continuing monthly visits & loan of books.

Schools: 2 French classes continue to visit for books. Did Christmas visits to primary classes at Merrickville, Wolford & Montague schools, although some to Merrickville were cancelled because of snow days/strike.

Some class loans to Merrickville & Wolford schools continue.

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

Off The Shelf: Did a Christmas program with the Giocosos Strings. Well-attended, but may have been down a bit because of bad weather.

Wellness Talks, Internet Basics, & New Adult Info Seminars: will be back in Jan. Please help spread the word about these programs.

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

Museum Passes: were surprisingly slow over the holidays.

Internet: continues to be well used, but not overly busy.

InterLibrary Loans. Fewer requests for Dec., so a bit slower.

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

Pools: New DVD pool in for Dec. - 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: Use is OK. Slower in Dec. as with everything.

Collection: Went to big Scholastic sale in Dec. for kids' books. Hit the Boxing Day sales for DVDs. Will be adding these new materials over the winter. Ended up pretty much on budget. Need to weed the Adult Fiction collection and reorganize the teen books soon. More weeding needed later.

Volunteers: All is well. Gave out appreciation gift certificates to volunteers. Getting a new volunteer for the genealogy project.

Donations: Some small monetary donations for the end of the year. Did fairly well with book bundles.

Facilities: Still awaiting the new mat. Have had some problems on the admin laptop fixed.

Publicity/Outreach: CNA report is now on website. Have updated the eResources, etc. on website (to reflect changes for 2013). Continue to publicize events on website, Facebook page, flyers & signs. EMC didn't publish my item last month. No Jan. Phoenix, so will rely on signs/flyers/EMC to publicize Jan. programs.

Professional Development, Meetings, etc: "attended" a webinar on popular new devices for ebooks.

Grants, etc: Nothing new.

Plans for month: Prepare for Planning meeting. Start compiling year-end info. Collection management (cataloguing & weeding), planning & marketing for programs, possibly Adopt-a-Book planning, plus the usual library business.