

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held May 9, 2013 at 7:00 p.m. at the library.

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

Montague:

and Mary Kate Laphen (Librarian)

Absent: Dianne Coates, Elaine Empey

Meeting called to order at 7:10 pm.

1. **Declaration of Conflict of Interest (pecuniary):** None.
2. **Adoption of Agenda:** ACCEPTED.
3. **Approval of Minutes:** Apr. 11, 2013 minutes – APPROVED.
4. **Correspondence:** Received fact sheet "The 21st Century Public Library" written for municipal managers. Mary Kate will email to Board and pass along to CAO/Council.
5. **Questions/ Presentations from Public:** None.
6. **Friends of the Library Report:** Friends are short-handed this spring, due to members being away or having health problems. Had to give up on the Garage Sale because of this. However, they will be doing the Plant Sale on May 18 and are starting up a membership drive.
7. **Librarian's Report :** see below.
Vic reports that Merrickville-Wolford Council is happy with how the library is running and is impressed with our CNA and Annual Reports.
8. **Other Business:**
 - a. **Building Report Update:**
 - i. Report from architectural student received and reviewed. Re: upstairs heating/cooling - it looks as though it may be worthwhile to upgrade our ceiling fan situation. Mary Kate has discussed this possibility with Public Works and they will arrange for an electrician to give us an estimate.
 - ii. Re: security cameras. As we've not had much response on this from the municipality and we haven't had any problems with vandalism for some time, have decided to leave this on the back burner for now.
 - b. **AODA Update:** Mary Kate has contacted the Municipal Office about this. They are working on it, and the library will be included in the municipal accessibility plan, and can piggyback on various other aspects (eg employment standards). The library will have to do policies, training, and make our communications accessible, etc. As this should be less of a workload than was originally feared, Mary Kate asked about taking it out of the strategic plan, but it was decided to leave it in.
 - c. **Strategic Planning:**
 - Reviewed draft of write-up. It needs a little more editing and some suggestions were made, but everyone likes how it is shaping up. Mary Kate will continue work on it, with the goal of having it finalized for next meeting.
 - Looked at draft of timeline for plan - will review in detail next meeting, but it looks on the right track. Mary Kate will also send out a version formatted by year (currently formatted by objective).
 - d. **Other Business:** Brian had a tour of the Arnprior library and brought back some information on programs and staffing for our perusal.
9. **Next meeting:** June 13, 2013.
Meeting concluded.

_____ Librarian

_____ Chairperson

Librarian's Report for Apr-May /13

Statistics:

| April | 2013 | 2012 | 2011 | 2010 |
|-----------------------|---|------------------------|-----------------------|------------------|
| Patrons | 1197 (+8%) | 1110 (-4%) | 1156 +13% | 1022 |
| (Kids/Teens) | (254/68) | (285 / 58) | (261 / 90) | (214 / 70) |
| (Progs) | (133-in, 67 -out of Lib) | (89-in, 47-out) | (75-in, 46-out) | (91- in, 79-out) |
| (# of progs) | (11 in progs/ 5 out /2 CVs (1 in/1 out) | | | |
| Meeting Rm users | 36 (6 mtgs) | 42 | 26 | 55 |
| Circulation | 2822 (--) | 2829 (--) | 2825 +16% | 2436 |
| (Adult/Child) | (A-2012, J-712, T-98) | (A-1683, J-986, T-156) | (A-1493, J-851, T-91) | |
| Internet (+wireless): | 312 (+17%) | 266 (-13%) | 305 +38% | 221 |
| | (242+11 EL+ 59w) | (231+10EL+25w) | (242+19EL+44w) | (183+ 38w) |
| ILL borrowed/lent: | 123/99 | 82 / 82 | 98 / 76 | 98 / 62 |
| E-collection use | OverDrive - 116 circs | 129 sessions | 137 sessions | |
| | Other - 50 sessions | | | |

April 2013 was up from last year - in visits, computer use & programs. Circulation was much the same.

Programs & Services:

StoryTime: Going well. Attendance is picking up a bit.

Lego Club: continues to have a rather low but enthusiastic attendance, will likely be slow in May.

PlayGroup: continuing my regular weekly story visits.

Daycare: Continuing monthly visits & loan of books.

Schools: Went to Kindergarten registration and read stories/ gave info package at Wolford School. Also sent info package to Merrickville School K reg. Didn't hear from Montague School. Still lending/retrieving books from some teachers.

Groups (Cubs, Brownies, etc): Beavers kind of visited.

Juice Jam: have one scheduled for June.

French StoryTime: would like to do in June, but haven't been able to contact the student to run it. We'll see.

Adult Programs (Wellness Talks, Local Experts Seminars): have been getting modest attendance, but are very well-received by those who do come. There has been interest in this month's programs, so I am hoping the attendance will pick up.

Off The Shelf: Members of Council will be reading this month!

Library Book Club: One book club is doing well, other one is currently on hiatus.

Museum Passes: Slower now that March Break is over.

Internet: continuing fairly busy. In-library wireless use continuing to do well.

InterLibrary Loans. Have been quite busy. Should slow down over the summer, as book clubs go on hiatus.

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

Pools: Both pools continue to be popular. The DVD pool will be rotating in early June.

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

eResources: eBook use increased again, but use of other eResources was slow.

Collection: Lots on new adult books in - and going out quickly. The big semi-annual Scholastic sale is this month. I have been setting aside some of the new kids books for Adopt-a-Book, but I'm not sure that will go ahead this spring.

Volunteers: The situation is a bit fluid, but basically OK. Some are away, but we have enough and another new volunteer. I think we will be OK for summer.

Donations: nothing new.

Facilities: The Lions Club asked about tables. Some progress was made with the storage room.

Publicity/Outreach: Doing the usual publicity (Phoenix, website, Facebook page, flyers & signs). There is a link to the new Annual Report on our homepage. There was an EMC article about our Annual Report, and I am hoping to get an article about our May programs in (there have been problems with getting them to print what I send).

Professional Development, Meetings, etc: nothing new.

Grants, etc: Have entered the data for the Annual Survey (for Provincial Grant). Will review and submit tomorrow.

Plans for month: Work on timeline and brochure for Strategic Plan, continue to look into AODA requirements, Planning for Summer Reading Program, contact schools re: visit. Plan for market research. Plus the usual library business.