

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held Sept. 19, 2013 at 7:00 p.m. at the library.

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

Montague: Dianne Coates, Elaine Empey

and Mary Kate Laphen (Librarian)

Absent: John Harris,

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: June 13, 2013 minutes – APPROVED.

Note: Library board minutes are posted on the municipal website.

4. Correspondence:

- The next SOLS Trustee meeting is scheduled for Nov. 2.
- FOPL (Federation of Ontario Public Libraries) is developing advocacy materials for the 2014 elections. They are contacting libraries gathering information and offering webinars, etc.

5. Questions/ Presentations from Public: None.

6. Friends of the Library Report: The Friends ran an Adopt-a-Book campaign in July that raised ~\$1200 for new books. The Sept. bulb sale raised \$500-600. The Friends will be having a meeting re: fall/winter plans later this month.

7. Financial Statement: Deferred (unavailable).

8. Librarian's Report : reviewed Summer "Summer-y".

9. Other Business:

a. Building Report Update:

- i. **Fans:** the area fans purchased did an adequate job of cooling the upstairs. Adding one more fan is recommended for use during children's programs.
- ii. **Natural gas:** the municipality & Enbridge have begun the process of shifting the library to natural gas. Mary Kate is gathering required information for extending the gas lines. The location of the septic bed may cause some difficulties. Work is expected to begin in the spring.

b. Strategic Plan Update:

i. Accessibility Update:

- Reviewed current situation, discussed what needs to be done.
- Reviewed proposed General Accessibility Policy - APPROVED.

ii. Staffing Update:

- Distributed report, preliminary discussion. To be discussed in detail next meeting.

iii. Communication:

- Mary Kate has met with Jill and the lines of communication should now be open.

iv. Programming:

- Survey re: programming ideas had low response, but some ideas. Will focus adult programming in spring & fall for upcoming year, due to past low turnout/ bad weather for winter programs.

c. Capacity Building Grant: Libraries received a "Capacity building" grant (to be spent by Feb.1/14). Only certain expenses are eligible. Mary Kate and John are currently discussing desirable technology-related options.

10. Next meeting: Oct. 10, 2013.

Meeting concluded.

Librarian

Chairperson

Librarian's Report for Sept /13

Statistics:

See Summer Highlights.

September has continued busy. We are doing fairly well with afternoon visits from school-aged kids (although this will likely fall off as the weather changes).

Programs & Services:

The library has a number of programs for adults and children for Sept.

StoryTime: Going well, attendance is good. Have lost a number of regulars, but have picked up some new people.

Lego Club: Will continue as a drop-in for Sept.

Juice Jam: Polly Beach will be running another of these music programs for kids this month.

Read To Every Kid: This will be starting up again in Oct.

PlayGroup: PlayGroup has started up again, I am continuing my regular story visits.

Daycare: Continuing monthly visits & loan of books.

Schools: will be contacting the schools re: library services & Halloween visits later this month. Due to some teacher changes, we may not get visits from the French school this year.

Groups (Cubs, Brownies, etc): Need to contact leaders.

Library Book Club: Our book club continues.

Adult Programming:

Off The Shelf: is starting up again this month. Will run on a (mostly) monthly basis.

Wellness Talks: Have started up again after a summer hiatus. Still getting a generally low turnout.

Other: Someone has volunteered to run another more advanced Genealogy Workshop. The one in the summer had a good turnout.

Museum Passes: were busy over the summer. Slowing down now that school is back in.

Internet: continues to be well used, but not excessively busy. Wireless use is continuing strong.

InterLibrary Loans: are picking up as book clubs start up again. We continue to do a lot of lending to other libraries.

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

Pools: Continue popular. Will be getting new blocks soon.

Meeting Room: The meeting room was used less over the summer, but our regular programs and users are coming back for the fall.

eResources: use of databases was low over the summer (as usual), but ebook use went up.

Collection: The fall bestsellers are starting to come in - many were sponsored from Adopt-a-Book. Will need to weed Adult fiction soon (Nov?).

Volunteers: Volunteers are coming back, so we are doing OK.

Donations: The Knitting Club made a donation.

Facilities: See Summer Highlights & Building report.

Publicity/Outreach: The usual Phoenix column & EMC notices, webpage, Facebook updates. Publicity for September programs, new books, etc.

Professional Development, Meetings, etc: Will be some webinars & a workshop in Oct. as well as attending the Small Libraries Committee meeting.

Grants, etc: see Capacity Building Grant. Will contact Montague re: annual grant.

Plans for month: Contacting schools, etc. October programs - planning, publicizing, doing. Deciding on grant purchases. Webinars & preparing to do accessibility training. Other program planning. Catching up with some admin backlog, plus the usual library business.