

MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held July 5, 2012 at 7:00 p.m. at the library.

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

Montague: Dianne Coates, Elaine Empey

and Mary Kate Laphen (Librarian)

Absent:

Meeting called to order at 7:09 pm.

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

2. Adoption of Agenda: ACCEPTED.

3. Approval of Minutes: May 8, 2012 minutes – APPROVED.

4. Correspondence:

- Received a copy of an article on public libraries from the Municipal World magazine from one of the Councillors. Mary Kate will forward a link to an online copy to the board.

5. Questions/ Presentations from Public: None.

6. Financial Statement (attached): reviewed quarterly statement from municipal Treasurer. Motion to accept report - ACCEPTED.

7. Friends of the Library Report: The Plant Sale was a success (~\$850 raised). The Friends will be doing the Bulb Sale in Sept. They will consult with Mary Kate about another Adopt-an-Author/Adopt-a-Book in the fall for the winter best-sellers. Mary Kate met with the Friends to discuss library projects that the board may wish them to sponsor.

8. Librarian's Report : see below.

Business Arising: John asked to see the Annual Provincial Survey form. Mary Kate will send the link to the board.

9. Other Business:

a. Building Report:

- Library Sign:** The big sign for the library blew down in the microburst; Public Works took it to the landfill as it was not repairable. A new sign would cost \$400+, but may not be necessary as we still have the sign by the parking lot and a directional sign on the corner. After discussion, the board decided not to put up another sign at this time. The Lions Club would like to put up another of their logos on the building, to replace the one lost on the damaged sign. Approved - the Lions are welcome to put up their logo on the outside or inside of the building.
- Water:** The library will be getting a new filter that should solve our water problems. It has arrived and will be installed later this summer.
- Various items:** Mary Kate has been various building projects/items with Public Works, including the surveillance cameras, heat/cooling for the upstairs, new floor mats, septic tank pumping, etc. Dave will make follow-up on these.

b. Policy Review: Reviewed the following policies and discussed issues arising:

- Facilities/Meeting Room Policy:** Reviewed revisions to policy as discussed last meeting. APPROVED.

c. Community Needs Assessment Update:

- Report:** Board reviewed first draft of report. The board was impressed with the report to date, although there are several areas that require further editing. The committee will continue to revise and edit over the summer, to have the report ready for the fall.

Once the report is completed, the report will be posted on the library's website, presented to the municipal councils, and forwarded to SOLS. Copies will be available in the library and may be sent to our community partners.

10. Next meeting: Sept. 5 /12.

Meeting concluded.

Librarian

Chairperson

Librarian's Report for May-June /12

Statistics:

| May | 2012 | 2011 | 2010 | 2009 |
|---------------------------|---|------------------------|------------------------|-------------------------|
| Patrons | 1301 -6.5% | 1395 +18% | 1183 | 1093 |
| (Kids/Teens) | (343 / 76) | (377 / 113) | (268 / 84) | (266/ 110) |
| (Progs) | 8 progs in Lib / 7 out (125-in+ 4 CV, 89-out of Lib) | (80-in+ 6 CV, 56-out) | (79- in, 113-out) | (87- in, 129 -out) |
| Meeting Rm users | 44 | 31 | 38 | 28 |
| Circulation | 3056 +10% | 2776 +5% | 2640 | 2725 |
| (Adult/Child) | (A-1856, J-1059, T-141) | (A-1704, J-961, T-111) | (A-1529, J-986, T-125) | (A-1429, J-1138, T-158) |
| Internet (+wireless): | 326 -21% | 414 +29% | 321 | 270 |
| | (277+32w+17EL) | (335+57w+22EL) | (276+ 45w) | (225+ 45w) |
| ILL borrowed/lent: | 114 / 65 | 106 / 59 | 88 / 49 | 89 / 55 |
| E-collection use (approx) | 256+ sess/dwnlds | 120+ sessions | | |

June statistics are deferred to next meeting.

May visits and computer use are down from last year, but circulation is up. This is partly due to a change in the class visits from last year.

Programs & Services

StoryTime: Continuing to go well, attendance continues to be good.

Lego Club: Attendance was low this month, but there continues to be enthusiasm for it. It requires very effort to run.

PlayGroup/Well-Baby: PlayGroup is on hiatus for the summer. The Health Centre has cancelled their Well-Baby program due to low attendance.

Daycare: Continuing monthly visits & loan of books.

Schools: I visited Woford school re: the summer reading programs and had visits from all the Merrickville primary classes. The French school plans to resume class visits in the fall.

Groups (Cubs, Brownies, etc): On hiatus for the summer. Leaders are using the meeting room for their meetings.

Summer Reading Program: Is up and running. Our weekly craft sessions began today. The prize draws are enticing many young readers.

R2EK: We will be hosting the launch in October!

Off The Shelf: Is on hiatus for the summer.

Library Book Club: our 2 book clubs continue.

Adult Programming: Sue has volunteered to spearhead our adult programming (find ideas, speakers, etc.).

Artists Guild Display: this is on hiatus, as the Guild doesn't have anyone to organize it at present.

Museum Passes: picking up.

Internet: Although slower than last May, continues to be well used.

InterLibrary Loans: Have slowed down as book club demand drops for the summer.

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

Pools: DVD pool rotated in June. LP pool rotating in July.

Meeting Room: The meeting room was used by: Book clubs, Off the Shelf, a presentation on Tape Therapy, Fair Board, Scout leaders (for meeting), knitting club, 2 card groups, and exam proctoring.

eResources: use was up from last May. I would still like to see more use and steadier.

Collection: Adding new kids' books from the Scholastic sale in preparation for the summer. Am about to order the fall bestsellers.

Volunteers: Several of the volunteers will be away over the summer, but I think we will have enough for everything.

Donations: The book club made a donation.

Facilities: See building report. Renewing our virus protection has been ridiculously complicated and time-consuming.

Publicity/Outreach: The usual Phoenix column & EMC notices, webpage, Facebook updates. Publicity for Summer programs. Have visited or been visited by Merrickville & Woford school classes.

Professional Development, Meetings, etc: Completed eResource online course.

Grants, etc: Provincial Annual Survey and related info has been submitted.

Plans for month: running the summer program, revising my comments in CAN report, and the usual.