

## MERRICKVILLE PUBLIC LIBRARY

Merrickville Public Library Board's meeting was held June 13, 2013 at 7:00 p.m. at the library.

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

Montague: Dianne Coates,  
and Mary Kate Laphen (Librarian)

Absent: Elaine Empey

Meeting called to order at 7:10 pm.

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

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

**3. Approval of Minutes:** May 9, 2013 minutes – APPROVED.

**Follow-up:** Mary Kate to resend SOLS' fact sheet "The 21st Century Public Library" as some board members didn't receive.

**4. Correspondence:** None.

**5. Questions/ Presentations from Public:** None, but John passed along a card.

**6. Friends of the Library Report:** The Friends of the Library and some new members rallied for a successful plant sale (\$800 raised). They are planning for the Garage Sale in 2014. The Friends may be running an Adopt-a-Book campaign in early July. Mary Kate will contact Friends about this.

**7. Financial Statement:** Not available. Deferred to next meeting.

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

### **9. Other Business:**

#### **a. Building Report Update:**

- i. Ceiling fans: Electrician contacted for an estimate felt ceiling fans would not be effective for our problem. As all other solutions will be expensive in time and money, Mary Kate suggests experimenting with some standing fans. The board decided to have Mary Kate contact the architectural student to get a more detailed opinion on the ceiling fan issue, but if that is negative, to proceed with purchasing standing fans.

#### **b. Strategic Planning:**

- Approved final version of Strategic Plan brochure and website version. Mary Kate will have copies printed and put on website.
- Discussed presentation of Strategic Plan to Councils. Mary Kate will try to schedule the presentations for over the summer.
- Reviewed and approved reformatted time line for Strategic Plan.
- Reviewed and approved survey (re: hours, programs) - to be completed this summer.
- Discussion of the library as gathering place.

#### **c. Recreation Advisory Committee Survey:**

The library's CNA report was so well-received that John has been asked to help the RAC with their survey re: recreational spending.

#### **d. SOLS Trustee Meeting:**

Dianne gave a summary from the Round Table at the meeting. Discussed some of the ideas from other libraries.

**9. Next meeting:** Sept. 12, 2013. **Note: meeting date later changed to Sept. 19, 2013.**

Meeting concluded.

\_\_\_\_\_ Librarian

\_\_\_\_\_ Chairperson

## Librarian's Report for May-June /13

### Statistics:

May	2013	2012	2011	2010
Patrons	1212 -7%	1301 -6.5%	1395 +18%	1183
(Kids/Teens)	(282 / 61)	(343 / 76)	(377 / 113)	(268 / 84)
(Progs)	(160 -in +1 CV, 50-out) 14 progs in Lib / 5 -out	(125-in+ 4 CV, 89-out) 8 progs in Lib / 7 out	(80-in+ 6 CV, 56-out)	(79- in,113-out)
Meeting Rm users	37 (7 mtgs)	44	31	38
Circulation	2457 -19.5%	3056 +10%	2776 +5%	2640
(Adult/Child)	(A-1646, J-721, T-90)	(A-1856, J-1059, T-141)	(A-1704, J-961, T-111)	(A-1529, J-986, T-125)
Internet (+wireless):	311 -4.5%	326 -21%	414 +29%	321
	(239+63w+9EL)	(277+32w+17EL)	(335+57w+22EL)	(276+ 45w)
ILL borrowed/lent:	95 / 62	114 / 65	106 / 59	88 / 49
E-collection use (approx)	OverDrive -128 Eresources- 95 sessions	256+ sess/dwnlds	120+ sessions	

May 2013 was down across the board from last year, partly because there were no visits from the French school this May. It has been picking up somewhat, esp. in the evenings.

### Programs & Services:

**StoryTime:** Going well. Attendance is fair. We seem to have lost some of our regulars, although may be picking up some new ones.

**Lego Club:** has been slow in May as expected, but those who come continue to be enthusiastic.

**Juice Jam:** Went well, but attendance was only moderate.

**Summer Reading Program:** Currently working on publicity (to the schools), planning activities, and setting up prizes. Have arranged for a volunteer to cover the desk while I run the program.

**French StoryTime:** Still a question mark, but am trying to arrange one for July.

**PlayGroup:** continuing my regular weekly story visits.

**Daycare:** Continuing monthly visits & loan of books.

**Schools:** Currently doing year-end visits to promote the Summer Reading Club.

**Groups (Cubs, Brownies, etc):** n/a.

**Adult Programs (Wellness Talks, Local Experts Seminars, Off the Shelf):** Attendance was rather low, except for **Off the Shelf**, which had a full house. The Wills seminar next week has a number of people signed up for it.

**Library Book Club:** Book club continues to do well. It is getting a bit large and considering splitting into 2.

**Museum Passes:** Slow but continue to circulate. Should be busier over the summer.

**Internet:** continuing fairly busy, esp. in the evening. In-library wireless use continuing to do well.

**InterLibrary Loans.** Still busy. Should slow down over the summer, as book clubs go on hiatus. We are doing a lot of lending.

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

**Pools:** Both pools continue to be popular. Just received the new rotation of the DVD pool.

**Meeting Room:** Used by library programs and book club, as well as Fair Board, Knitting Club, card club, and for an exam.

**eResources:** OverDrive (ebooks, eaudiobooks) use continues to grow slowly. Other eResources get limited use.

**Collection:** Lots on new adult books in - and going out quickly. Purchased kids' books for summer at the big Scholastic sale - may be including them in the Adopt-a-Book campaign (if that goes ahead).

**Volunteers:** Many of our volunteers will be away for the summer, but we should be OK for the essentials.

**Donations:** Received a donation from the Merrickville Children's Choir (for music books/materials) and money from the Library book club. We received "thank you" flowers from Playgroup and a community book club that we bring in books for.

**Facilities:** See Building Update.

**Publicity/Outreach:** Doing the usual publicity (Phoenix, website, Facebook page, flyers & signs). Have been working on publicity for the Summer Reading Program and on the survey.

**Professional Development, Meetings, etc:** Have a Small Libraries Committee meeting in late June.

**Grants, etc:** Annual Survey (for Provincial Grant) data has been submitted.

**Plans for Summer:** Get Summer Reading Program up and running. Get Survey up and running. Decide about Adopt-a-Book and work on it as required. Prepare Strategic Plan presentation. In August, work on staffing question and accessibility requirements. Plus the usual library business.