

## **REGULAR MEETING – February 14, 2011**

A regular meeting of the Perth and District Union Public Library Board was held on Monday, February 14, 2011, at 4:30 p.m.

In attendance were:

J. Wickware, Drummond/North Elmsley  
J. Gemmell, Deputy Mayor, Town of Perth  
C. Reed, Councillor, Drummond/North Elmsley  
B. Sutton, Tay Valley  
R. Darling, Councillor, Tay Valley  
C. Rigby, Tay Valley  
N. Fennell, Town of Perth  
E. Goldman, Head Librarian

Absent with permission were:

A. McLean, Drummond/North Elmsley  
N. Gibb-Carsley, Perth  
M. Lamping, Secretary-Treasurer

J. Gemmell called the meeting to order at 4:26 p.m. The chair asked for permission to deviate from the agenda to begin with the architect's presentation.

Gerry Shoalts of Shoalts & Zaback Architects presented plans for a possible two-phase expansion of the library. The presentation reflected plans first presented to the previous board in fall 2010.

### **DECLARATION OF INTEREST**

None

### **APPROVAL OF PREVIOUS MINUTES**

**11-09 Moved by R. Darling and seconded by B. Sutton that the minutes of the January 24, 2011, meeting be approved as circulated.**

**Carried.**

### **BUSINESS ARISING FROM THE MINUTES**

None

## DELEGATIONS

G. Shoalts, see above

## CORRESPONDENCE AND COMMUNICATIONS

None

## LIBRARIAN'S REPORT

January 2011

### Usage statistics:

Metric	January 2011	January 2010	Percent change
Total circulation	11,501	10,864	▲ 5.9%
- % Perth	43.3%	41.6%	▲ 4.1%
- % Drummond/NE	26.2%	22.9%	▲ 14.4%
- % Tay Valley	24.4%	28.5%	▼ 14.4%
- % other	6.1%	7%	▼ 12.9%
Public computer sessions	817	1,009	▼ 19%
Wireless sessions	180	150	▲ 20%
Electronic uses*	27,086	805	▲ 3200%
People entering**	10,021	8,730	▲ 14.8%
Questions answered	922	NA	NA

\* Electronic uses includes use of online e-resources as well as visits to the library website; website visits added as of January 2011

\*\* This formula has been adjusted slightly

### Services and programming:

We received eight new tables as part of a grant from the Trillium Foundation. These replace the 30-year-old study tables on the first floor. As part of the grant, we will also be getting additional bookshelves on the second floor and a new top for the circulation desk.

We received grant funding from Industry Canada's Community Access Program toward the purchase of an accessible computer station, which will be delivered in February. This station has a desk that allows users to either sit or stand, as well as a touch-screen monitor that makes its use easier for people with a variety of disabilities.

One staff computer was replaced with funds from 2010.

We are offering the Silver Birch reading program for ages 7-11 for the first time. This is part of the OLA Forest of Reading program.

**Outreach meetings:**

- Perth CAO Tim Simpson and council
- Tay Valley CAO Kathy Coulthart-Dewey
- Drummond/North Elmsley Clerk Linda Van Alstine
- Madeline Bouvier and Carol Quattrochi, Chamber of Commerce
- Ann MacPhail, Algonquin College Learning Resource Centre
- Friends of the Library
- Chris Must, EMC
- Kathy Boelsma, Ontario Early Years
- Claire-Marie Paquet-Finlay, SOLS
- Bev Hayman, Welcome Wagon

**Marketing/website:**

- We will be maintaining our website in house starting in February. I will be training additional staff members to help with this
- The website has been updated to include the following new e-resources, funded by the province:
  - Tumblebooks (we already had one component of this for young children; the new components include books for older children, teens, and streaming audio books for adults)
  - Chilton auto repair manuals
  - Pebblego – scientific information for kids
  - Novelist and NovelistK-8 – readers advisory and reading support
- Sue and I spoke with Welcome Wagon about making sure library brochures are included both in new welcome packages and packages for new mothers
- We have joined the Perth Chamber of Commerce and will be participating in the Festival of the Maples.

**Professional development:**

I attended the annual OLA Super Conference, as did assistant library clerk Rachel Warren and Sharon Echlin, who will be doing a co-op placement for us later in the spring. Rachel and Sharon are students in the library technician program at Mohawk College and were attending the conference for the first time. I gave presentations on adult summer reading programs and floating collections, as well as serving as a conference organizer.

**ADVOCACY REPORTS**

J. Wickware spoke to a fellow member of her exercise class who inquired whether the library has French books for adults. While the library does not have such a collection, staff provided some resources for obtaining titles of interest.

B. Sutton spoke to a woman who had recently moved from Ottawa about interlibrary loan services. He also distributed library informational bookmarks to Tay Valley offices and shared that the library has access to the Ancestry.com database.

B. Sutton and C. Rigby left the meeting at 6:10 p.m.

### **PROPERTY COMMITTEE**

No report

### **POLICY COMMITTEE**

No Report

### **UNFINISHED AND NEW BUSINESS**

E. Goldman requested that the board consider budget allocations for direct deposit/payroll services and for new carpet for the first floor of the building. She will forward additional information to the Property Committee.

E. Goldman polled board members about the hiring process. Traditionally, the board has approved all hires, although this falls under the CEO's jurisdiction. The CEO would prefer to inform the board of hires in the future. The board was amenable to this, and the Policy Committee will consider clarifying this in the Human Resources Policy.

**11-09 Motion to adjourn by N. Fennell at 6:25 p.m.**

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Chairperson

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Secretary-Treasurer