

Regular Meeting–February 9th, 2015

A regular meeting of the Perth and District Union Public Library Board was held on Monday, Feb 9, 2015 at 5:00p.m.

In attendance were:

John Gemmell, Deputy Mayor, Town of Perth, **Chair**

Carol Rigby, Tay Valley

Lynn Marsh, Secretary-Treasurer

Elizabeth Goldman, Chief Librarian

John Kalbfleisch, Drummond/North Elmsley

George Sachs, Councillor, Drummond/North Elmsley

Ted Parkinson, Drummond/North Elmsley

Lynda Kanelakos, Town of Perth

Richard Morris, Town of Perth

Jennifer Dickson, Councillor, Tay Valley

Heidi Taber, Tay Valley

John Gemmell called the meeting to order at 5:00 p.m.

Declaration of interest - none

Approval of previous minutes

15-09 The minutes of the January 19, 2015, meeting approved by a motion from George Sachs and seconded by Richard Morris.

Carried.

Additions and approval of agenda

15-10 The agenda was approved as amended on a motion from Ted Parkinson and seconded by Richard Morris.

Carried.

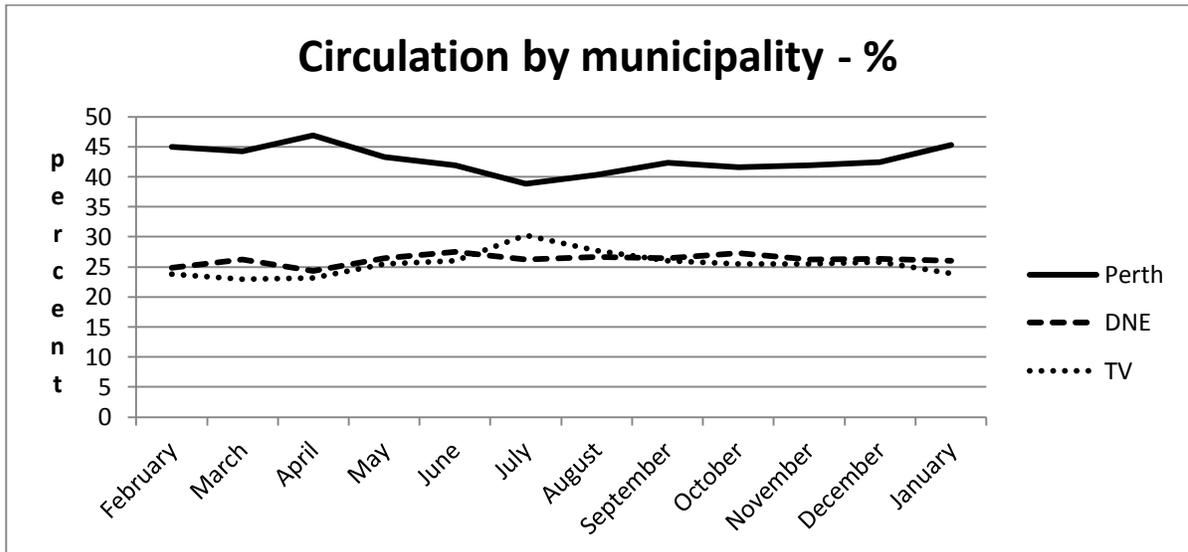
Delegations – None

Perth & District Union Public Library
CEO's Report
February 2015

Usage statistics:

Metric	Jan 2015	Jan 2014	Percent change
Total circulation	9,704	10,030	▼ 3.3%
- % Perth	45.3%	40.7%	▲ 11.3%
- % Drummond/NE	26.0%	25.5%	▲ 2.0%
- % Tay Valley	23.9%	26.3%	▼ 9.1%
- % other	4.8%	7.5%	▼ 36%

Membership	6,413	8,309	▼ 22.8%
- % Perth	40.7%	40.4%	▲ 0.7%
- % Drummond/NE	26.4%	26.5%	▼ 0.3%
- % Tay Valley	28.1%	28.4%	▼ 1.1%
- % other	4.8%	4.7%	▲ 2.1%
Public computers	835	733	▲ 13.9%
Teen computers	181	244	▼ 25.8%
Wireless sessions	450	450	No change
Electronic uses	40,333	48,753	▼ 17.3%
E-book downloads	1,151	1,173	▼ 1.9%
Website visits	16,785	13,915	▲ 20.6%
People entering	10,516	10,040	▲ 4.7%
Questions answered	728	809	▼ 10.0%
Volunteer hours	140	94	▲ 49.0%
Programs	37	27	▲ 37.0%
Program attendees	438	527	▼ 16.9%



Finance, building and governance

The Perth Council is expected to approve the Fire Hall lease at its meeting on February 17, with signing shortly thereafter. The Chamber of Commerce has publicly announced their move for March 1, and we should have access to the building on March 6 (allowing for any brief delay in their move or cleanup required by the town).

The library budget has been approved in the Perth budget as recommended by council after a budget hearing on January 31. The mayor also expressed public support for the library receiving an increase in its budget in future years.

We have applied for Canada Summer Jobs and Young Canada Works grants, which typically fund a portion of the work of two summer students, one literacy tutor and one programming assistant.

The Ministry of Tourism, Culture and Sport announced the release of our grant of \$3,841 as part of the Ontario Libraries Capacity Fund. This grant must be used to improve library technology, and we intend to direct it toward development of a new library website.

Programming, staff and services

Our newest library assistant, Christine Chu, has unfortunately had to resign. Her replacement, Adam Reese, will start February 12. Adam is also a student working on his master's degree in library science.

Rachel (children's and teen library specialist) and Julie (adult and senior services library technician) attended the Ontario Library Association Super Conference in Toronto January 29-31. As part of this event, they received free tickets to the Public Libraries Awards Gala as finalists for an award. The library did receive the Angus Mowat Award of Excellence for the Summer Literacy Program that night, and Rachel accepted the award from Tourism, Culture and Sport Minister Michael Couteau. They also attended a wide variety of programs on subjects from seed libraries to sensory storytimes to intergenerational book clubs.

The new teen program, Youcreate!, funded by the Civitan Club, started February 5 with an enthusiastic group of eight teens led by Carleton University student Brad Campbell. Brad will mentor the students two sessions per month through the rest of the school year.

Rachel launched efforts to establish stronger ties with area schools by meeting with the principal at Stewart School in January to explain library services and discuss areas for collaboration. Her goal is to meet with all elementary principals over the next few months, while Laurie (teen library technician) will focus on connecting with high school teachers. We attended a volunteer fair at PDCI on January 20 to recruit new teen volunteers.

We said goodbye to our co-op student from PDCI, Aidan Williamson, at the end of January. Aidan worked very hard getting the children's books in good order and helping with other projects during his semester here.

15-11 The librarian's report was received on a motion by Jennifer Dixon and seconded by Carol Rigby.

Carried.

Financial Report

15-12 The Financial report was received on a motion by Linda Kanelakos and seconded by John Kalbfleisch.

Carried.

Action Item – John Gemmell to contact Town of Perth regarding icicles and icy sidewalk.

Correspondence and communications

- a. Letter from SOLS re: Trustee Councils
- b. Notification from PDCF re: grant and disbursement from endowment fund
- c. Notification from province re: Ontario Libraries Capacity Fund
- d. Perth Courier item on provincial award
- e. Lake 88 InFocus interview re: One Book program <http://is.gd/zl6BPa>
- f. OLA letter seeking new members for OLBA Council

Advocacy Reports

Lynda Kanelakos met with PEP, Perth Enrichment Program for Older Adults, to discuss having a senior's technology workshop at the program.

George Sachs spread the word of the Library's award at a meeting.

Ted Parkinson spoke to colleagues and friends of all the general benefits of the library and what it had to offer.

Committee reports – no committee meetings

Policy Review - none

Unfinished/New Business

1. Elizabeth circulated her letter of resignation. The hiring committee for a new CEO will be John Gemmell, Carol Rigby, Jennifer Dickson and Ted Parkinson.
2. Old Fire Hall lease and plans

Action Item: John Gemmell to talk to Perth CAO for clarification on sections 3b&g of the lease.

Jennifer Dickson left the meeting at 5:50pm.

3. Future Library budgets – The mayor of Perth as brought up the need to increase the Library's funding. He is suggesting a goal of a 10% increase in the levy. The board discussed the need to get behind this and advocate.
4. Provincial Award - Angus Mowat Award of Excellence for the Perth Union Library Summer Literacy Program. Discussed having a reception of sorts to celebrate this achievement.

**15-13 Motion that the Elizabeth have the award framed properly for display.
Moved by Ted Parkinson and seconded by Richard Morris.**

Carried.

5. Advocacy Orientation presented by Elizabeth.

Upcoming dates

March 9, 5:00 pm – Policy Committee

March 16, 5:00pm - Library Board

15-14 Motion to adjourn at 6:38 moved by Richard Morris.

Chairperson

Secretary-Treasurer