

Regular Meeting—June 20, 2016

A regular meeting of the Perth and District Union Public Library Board was held on Monday, June 20, 2016 at 5:00p.m.

In attendance were:

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

Erika Heesen, CEO

Lynn Marsh, Secretary-Treasurer

Ted Parkinson, Drummond/North Elmsley

Richard Morris, Town of Perth

John Kalbfleisch, Drummond/North Elmsley

Jennifer Dickson, Councillor, Tay Valley

Carol Rigby, Tay Valley

George Sachs, Councillor, Drummond/North Elmsley

Regrets:

Heidi Taber, Tay Valley

Lynda Kanelakos, Town of Perth (maternity leave of absence)

John Gemmell called the meeting to order at 5:02 p.m.

Declaration of interest - none

Approval of previous minutes

16-30 The minutes of the May 16, 2016 meeting approved by a motion from Richard Morris and seconded by Jennifer Dickson.

Carried.

Additions and approval of agenda— move 12a. to be discussed with 10a.

Delegations – none.

Ted Parkinson arrived at 5:10pm.

CEO's Report

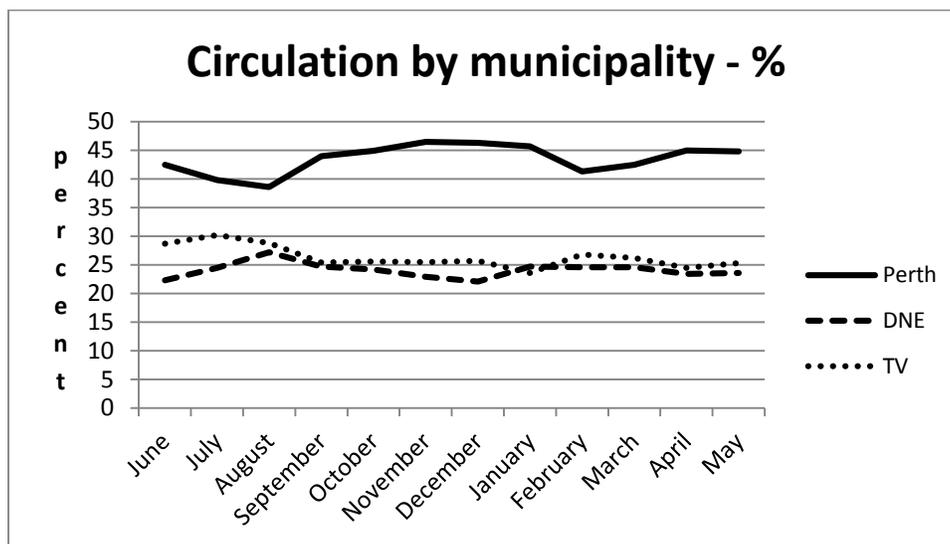
Perth & District Union Public Library
CEO's Report
June 2016

Usage statistics:

Metric	May 2016	May 2015	Percent change
Total circulation	9116	9068	▲ 0.5%
- % Perth	44.8	42.8%	▲ 4.7%
- % Drummond/NE	23.6	22.7%	▲ 4%

- % Tay Valley	25.3	27.8%	▼9%
- % other	6.3	6.7%	No change
Membership	5930	6,678	▼11.2%
- % Perth	41.2	40.6%	▲1.5%
- % Drummond/NE	25.9	26.6%	No change
- % Tay Valley	28.2	27.9%	No change
- % other	4.8	4.8%	No change
Public computer sessions	859	870	▼1.3%
Teen computer sessions	128	112	▲14.3%
Wireless sessions	450	450	No change
Electronic uses	4373	n/a	n/a
E-book downloads	1344	896	▲50%
Website visits	1349	n/a*	n/a
People entering	10,031	8,514	▲17.8%
Questions answered	785	480	▲63.5%
Volunteer hours	101	97.25	▲3.9%
Programs	62	37	▲67.6%
Program attendees	451	348	▲29.6%

*the website visits statistic has changed from number of pageviews to number of users, to better reflect the number of people using the website.



Finance, building and governance

The negotiations committee successfully negotiated a new collective agreement, including a new pay panel, with CUPE and local 2976-01. The collective agreement will still need to be ratified by staff.

I have been working on our space planning project with input from staff and the property committee. I have completed the design of the new layout, initiated gathering quotes and created a draft budget/timeline for space planning project

Programming, staff and services

This year's Summer Reading Club will include reading and prizes for kids, teens, and adults. Laurie, Rachel, Julie and I have been working together to integrate the programs as much as possible. I have created a webpage specifically for summer reading:

<http://perthsummerreading.blogspot.ca/>. This website provides information about what is going on for each age group and allows teens and adults to register for summer reading online. I have also updated the homepage of our www.perthunionlibrary.ca website to highlight our online resources.

Library Page Brynn Hansen has tendered her resignation. She will continue working at the library as a Literacy Tutor over the summer. Library Assistant Adam Reese has also tendered his resignation as of July 31. The hiring process is underway to find their replacements.

Courtesy of Irene Parnell, the library is displaying a tapestry honouring missing & murdered Indigenous women for Aboriginal History Month. It can be found on the second floor landing.

Children's department report from Rachel: This month letters and information went out to our six schools and the two schools in Lanark for applications to the Summer Literacy Program. Babytime and Storytime attendance were steady again at start-up and throughout the month. OWLS Homework Club ended. Silas and I met to plan a new model for next year. We will operate on Tuesdays from 330-530pm again, but will register students, not provide drop-in. There will be 4 free slots available each week for one-on-one tutoring, and the focus will be on reading and writing skills. (more like a Reading Buddies program). It will just be called OWLS. We will promote this with our tutoring families this summer, and will expand to Thursday afternoons if need dictates it. Goodnight Moon Family Storytime attendance has been nil, so we will be changing this next year to a family book club meeting on a trial basis. There were five class visits this month and we wrapped up Welcome to Kindergarten sessions with 60 new memberships as a result. The last 712 Club pizza party was held – it was very well attended and we also obtained feedback from the members to help in next year's planning.

16-31 The June 2016 CEO's report was received on a motion by Jennifer Dickson and seconded by Carol Rigby.

Carried.

Financial Report

16-32 The June 2016 monthly financial report was received on a motion by Richard Morris and seconded by John Kalbfleisch.

Carried.

Correspondence and communications

Lake 88 news article

Advocacy Reports

John Kalbfleisch was chatting with someone in a social setting who has been coming to the Perth Library in the summers for 30plus years. She remarked how far the library has come over the years. She remarked how excellent, courteous and knowledgeable the current staff are. She is very impressed with the current collection. John took the opportunity to urge her to join The Friends of the Library.

Committee reports

a. Property

16-33 The property report was accepted on a motion by Jennifer Dickson and seconded by John Kalbfleisch.

Carried.

b. Policy

16-34 The policy report was received on a motion by Richard Morris and seconded by Ted Parkinson.

Carried.

c. Negotiations

16-35 The “CUPE 2976-01 Collective Agreement” as negotiated by the committee was received on a motion by Carol Rigby and seconded by Richard Morris.

Carried.

Policy Review

- a. 2.G-2 Access to the Internet
- b. 2.G-3 Device Lending
- c. 3.D Technology Plan

16-36 Motion to accept the Policies 2.G-2 and 2.G-3 as presented and Policy 3.D as amended. Moved by Jennifer Dickson and seconded by Ted Parkinson.

Carried.

Unfinished/New Business - none

Upcoming dates

Special Library Board Meeting – Monday July 18 @ 6:00pm

Library Board Meeting – Monday, September 19 @ 5:30pm

Policy Committee – Monday, September 26 @ 5:00 pm

Property Committee – Monday, October 3 @ 6:00 pm

16-37 Motion to adjourn moved by Richard Morris at 6:30pm.

Chairperson

Secretary-Treasurer