



AUGUSTA TOWNSHIP PUBLIC LIBRARY
Enhancing our Community through Learning, Leisure and Literacy

Chief Librarian's End of Year Report – 2016

Highlights:

- **January 20th:** Angie Knights attended a Family Literacy Day event at South Grenville District High School. Counties Literacy Specialist Laura Lee McDonald, Prescott Librarian Jane McGuire and Angie involved families attending King's Kitchen in crafting and storytelling activities. 27 children attended.
- **January 30th:** Gary Thornhill, Jacquie Kelly, and student Volunteer Sierra Walker presented Ancestry Library to our Seniors Computer Class. 8 Persons enjoyed the class.
- **February 16th and 24th:** The library was closed due to inclement weather. Patrons were advised by notices on Facebook, the library telephone recorded message and signage on the door.
- **March 11:** The library presented a 'Lunch and Learn' class for seniors on Android Basic, 6 people were in attendance.
- **March 18:** The library presented a 'Lunch and Learn' class for seniors on Android Advanced, 6 people were in attendance.
- **March 24:** The library was closed due to inclement weather. Patrons were advised by notices on Facebook, the library telephone recorded message and a sign on the door
- **April 15:** The library presented a 'Lunch and Learn' class for seniors on Skype and Pinterest, 8 people were in attendance.
- **April 29:** The library presented a 'Lunch and Learn' class for seniors on Overdrive and Facebook, 7 people were in attendance.
- **April 29:** Deborah Dunleavy presented a workshop: "Song Writing Saturdays" for children aged 8 to 12, which was very much enjoyed by 5 young participants. Two more sessions will follow on May 7th and 14th.

- **April 28:** The final report for the Ontario Library Capacity Fund was submitted to the ministry. The final expenditure for Acrobat XI Pro, Ebsco databases, Ancestry Library, Tumble Premium and Audio Book Cloud was \$2500.30.
- **May 7th and 14th:** Deborah Dunleavy presented a workshop: “Song Writing Saturdays” for children aged 8 to 12, which was very much enjoyed by six young participants on the 7th and eight attendees on the 14th
- **May 13th:** The Security Alarm activated twice on Friday afternoon, reported by neighbours, none of the emergency contacts were notified by Falcon Security. On Monday May 16th Gary Thornhill was notified by the security company that they were no longer receiving signals from our system, and the library phones were not working. Bell was contacted and the phone line was repaired on Wednesday, May 18th.
- **Monday June 6:** The library welcomed our new Library Clerk. Livi Gonneau has started her training and will be regularly working Tuesday and Thursday evenings and alternate Wednesday and Saturdays. The hiring committee received 31 applications for the position of Library Clerk and conducted interviews with five candidates. Livi Gonneau has been hired as the newest member of our staff. Livi has been a volunteer at the library for six years and has, at her own expense, completed the required Excel courses in Managing a Small Public Library.
- **Monday June 13:** Our drop-in Needlework Club “Needles and Pins” has started. The Library provides space in the Schoolhouse on Mondays from 1:30 to 4:00 pm for needle workers to meet and share expertise and experience.
- Our TD Summer Reading program has begun with 35 children registered. Patrons 12 years old and younger receive a ‘Passport’ and earn stars and stickers for each book they read. Chapter books earn the reader 2 stars, picture books earn the reader 1 star. Participants collecting 12 stars by the end of September may choose a free book from our Treasure Box. All participants are invited to a ‘Wind-Up’ party featuring Little Ray’s Reptiles.
- Angie Knights was on holiday from July 11th to 23rd. Linda Parrott was on holiday from July 25th to August 6th. With the addition to our staff of clerk Livi Gonneau, the library remained open during staff vacation. This change was very well received by our patrons.
- **July 22:** Our library participated in “Touch A Truck” at St. Lawrence College in Brockville. Sponsored by the Leeds Grenville counties and the Ontario government through the Early Years Centre this event provides families with the chance to explore vehicles of all kinds including bulldozers, fire trucks, water rescue craft etc. Angie Knights attended and provided literacy and promotional materials about Augusta Township Public Library at the “Library Booth”.

- **August 16:** The Township has provided the library with a Defibrillator which has been installed in a cabinet in the hallway between the Schoolhouse and the main library. Thanks to Gary Thornhill for installing the cabinet.
- **August 16:** The WIFI repeater has been installed in the hallway between the Schoolhouse and the main library by Gary Thornhill.
- **August 22:** County Road 15 south of Bisseltown Road has been closed for construction. Estimated completion date is November 2016. This means that a detour is necessary for our patrons travelling to the library from the south. An advisory has been placed on our Facebook page.
- The Township has provided the library with a Weather Alert Radio which is located in the main office of the library. This will provide staff with warnings of impending inclement weather.
- **September 13:** Propane tanks from Levac Propane were disconnected and ready for removal, replaced by Stinson Tanks. Technicians from Stinson also inspected and cleaned the Schoolhouse stove and the furnace. The stove passed inspection but the furnace has been red-tagged. Code requires grounding of the propane feed pipe and relocation of the furnace exhaust pipe. Code also requires a fresh-air intake pipe. An appointment has been made for this work to be done on October 3rd.
- **September 16:** Our circulation system was converted from Mandarin M3 to M5. Thanks to Gary Thornhill and volunteer Greg Morrison for managing this conversion.
- **September 21:** Mandarin provided a web-based training session on using M5. This session was attended by Gary Thornhill, Greg Morrison and librarians Angie Knights, Linda Parrot and Livi Gonneau.
- **September 27:** Angie Knights attended the launch of the 2016/2017 Read To Every Kid Every Day initiative. Libraries in the counties are provided with a set of ten pre-selected picture books. Families can read the books and vote on their favourite. This program has been very popular with young families.
- **October 3:** Technicians from W.O. Stinson & Sons performed service on the propane furnace and tanks to bring them up to code. This involved grounding the propane feed pipe and installing fresh air intake and exhaust pipes.
- **October 5:** Angie Knights attended a Small Library Committee meeting at the Cardinal Branch of the Edwardsburgh/Cardinal Public Library. Focus was on E-Resources and the Annual Survey.
- **October 15:** Our TD Summer Reading program 'Wind-Up' party featuring Little Ray's Reptiles. Was a enjoyed by 56 parents and children. 39 children took part in the program this year, reading a total of 250 books. 18 of the children read 12 books each and earned a

free book from our treasure box. Thanks to Board Member Jack Tennant for taking some great pictures of this event.

- **October 20:** Our Provincial E-Resources for 2016 have been ordered. These include Ancestry Library, NoveList, NoveList K-8, Canadian Reference Centre, MasterFile Premier, Auto Repair Reference Center, Primary Search.
- **October 21:** Board members, volunteers and staff set up the library for the annual Silent Auction. This year there are a total of 230 items or lots for auction.
- **October 24:** The Annual Survey and Public Library Operating Grant/Pay Equity application were submitted to the Ministry.
- **October 25:** The Library's annual Volunteer Appreciation evening was held at 7:00 pm. This was well attended by volunteers, staff, Board members and members of Township Council. 5 Year Pillar of Strength awards were given to Corwin Gonneau and Phil Hosick. A 15 Year award was given to Gary Thornhill and 20 Year awards were presented to Harold Beskowiney, Bonnie Bosley, Margaret Jones, Marcia Johnstone, Denise Maloney, Stu Maloney and Evelyn Seeley. There was no Dreamers and Doers nominee this year. The library thanks all our wonderful volunteers and Jack Tennant for a photo recording of this event.
- **November 5:** Our annual Silent/Live Auction raised \$2546.00. (\$40.00 for Craft table rentals, \$225.00 from the Tooney Treasure Tables, and \$2281.00 from the auction.) We are very grateful for the help of our wonderful volunteers and the support of our donors and auction bidders.
- **November 20 – December 4:** Librarian Angie Knights was on vacation.
- **November 21:** Our Public Library Operating Grant in the amount of \$13,297.00 was deposited into the library's general account.
- **November 21:** The library was closed due to a snow storm. When this occurs a sign is placed on the library door, a notification is posted on the webpage and facebook page, and the phone message is updated. Patrons are advised that if the school buses are cancelled, the library may not be open, and they should telephone the library before venturing out.
- **December 2:** The Library hosted a St. John Ambulance Basic First Aid Course including CPR and AED (Defibrillator) training. The eight hour class was attended by staff Angie Knights, Linda Parrott, and Corwin Gonneau, board members Fran Wright and Jack Tennant, and three members of the public. All participants passed the final test and were given certificates.
- **December 28:** The refrigerator in the Schoolhouse kitchen stopped working. Board Member Gary Thornhill emptied the old refrigerator, discarding the spoiled food, and ordered a new fridge to be delivered January 10th. The old refrigerator will be removed at the same time.

- With the addition to staff of our new Clerk, Corwin Gonneau, the library was able to open for all but statutory holidays during the holiday season. The Library was closed December 24, 26, 27, 31, and January 2.
- The library participated in the ‘Read to Every Child Every Day’ program. A collection of 12 books and a binder with tips for literacy for children was provided by the group ‘Every Kid in our Communities of Leeds & Grenville’. The books were loaned to parents for 3 weeks and the family then voted on their favourite books.
- The library started the Needles and Pins needlework group. Participants meet in the Schoolhouse on Monday afternoons to work on projects and share advice and expertise.
- The Healthy Kids Community Challenge of Leeds Grenville provided the library with two “Mapsacks” which can be loaned to Patrons. The Mapsack program aims to provide children with opportunities for healthy outdoor activity. Each Mapsack contains items such as bug jars, binoculars, digging tools, reference and picture books, journals etc. to encourage outdoor activity. The Mapsacks rotate between local libraries.
- A scanner and software was purchased to digitize our Local History Collection and make it searchable and available on line. This project is a priority for 2017.

Circulation:

Total 21,764

(Library was open 1,222 hours on 249 days)

- Books.....14326
- Magazines.....536
- Inter-library loans.....167
- Museum Passes.....106
- Audio-Visual.....1374
- Overdrive (e-books).....5255

Membership:

87 new members

Material Available:

- 24,228 books: 12,325 juvenile, 11,771 adult, 132 reference plus 400 titles per year from The Large Print Pool.
- 30 periodical subscriptions
- Brockville Recorder and Times daily newspaper
- 487 talking books and read-along kits
- 245 DVDs plus 500 DVD titles per year from the SOLS DVD Pool
- local history collection

- seven computers for patron use – all with internet access, one with voice recognition software.
- WIFI available
- two early literacy stations
- three printers, one colour
- Copier, scanner, fax machine
- Telephone directories for Ottawa, Kingston, Cornwall, Brockville and the Laurentians

New Additions:

- 973 books added
- 1355 discarded
- 96 audio-visuals added
- 0 audio visual discarded

Programs:

- TD Summer Reading Program – 12 years and under – 39 children registered. A total of 250 books were read by program participants.
- Every Child Ready to Read
- Read to Every Kid Every Day
- Seniors Computer classes
- Lego Club
- Mapsack
- Needles and Pins needlework group

Miscellaneous Funds Collected:

- Overdue fines:.....\$354.55
- Copies, faxes and printouts.....\$209.10
- Used Books.....\$333.85
- Donations.....\$1455.30
- Replacements.....\$162.75
- Membership fees..... \$0.00
- Misc.....\$15.50 (Bag sales)
- Programming.....\$185.00
- Silent Auction/Craft Sale.....\$2596.00
- Rental.....\$1505.00 (106 Bookings)

Miscellaneous:

- Total In-Library Volunteer Hours – 996. An average of 19 volunteer hours per week.
- Total Number of Sessions using the Public Access Computers – 762
- Total Number of Sessions using Early Learning Stations – 406

Location: 4500 County Road 15 (in Algonquin) *Mailing address:* 4500 County Road 15, RR 2, Brockville, Ontario K6V 5T2
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