



## AUGUSTA TOWNSHIP PUBLIC LIBRARY

“Enhancing our community through Learning, Leisure and Literacy”

### Chief Librarian’s End of Year Report – 2010

#### Highlights:

- The library’s beautiful new flooring was installed on January 25<sup>th</sup> to 27<sup>th</sup>. Special thanks to Greg Morrison, Gary Thornhill, and Daphne Thornhill and our wonderful in-house volunteers for their work moving computers and emptying the office and circulation area. This new floor, funded through a Trillium grant significantly improves the health, safety and appearance of the library. Special mats have been purchased for the computer areas to protect the new flooring.
- A new book cart was purchased to help volunteers in shelving returned books.
- CAP funds were used to purchase a new server.
- The library collection was weeded to ease crowding on the shelves and make room for new purchases. Volumes that have not circulated in the last three years were pulled from the shelves and the librarians determined which titles should be removed from the collection. Children’s books that were discarded were donated to Maynard, Boundary and Toniata Public Schools. The head librarian attended an assembly at Toniata where the library was recognized for our donation.
- May 29<sup>th</sup>: The library participated in ‘Doors Open Ontario’. Many thanks to volunteers Lynda McKittrick, Jacquie Kelly, Darlene Banning, and former students Norma McKinley and Ray Edwards. Thanks also to Reeve Mel Campbell who was on hand to cut the Augusta Township 160<sup>th</sup> Anniversary cake, donated by Darlene Banning. Attendance at the event was disappointing, but the library was pleased to be featured in the Provincial brochure for the 2010 event.

- New eaves trough was installed in June, funded by a Trillium Grant. This will vastly improve the safety and appearance of our front and north side entrances.
- Most of the interior lighting was upgraded thanks to a grant from the Ontario Power Authority and a contribution from the library. This change will result in better energy efficiency and light quality in the library.
- New lighting was installed in the parking lot. This should result in significant savings in maintenance and power use, and better suits the heritage appearance of the library.
- A new laptop was purchased from Donations to be used for inventory, CEO time management, and possible use by patrons.
- A new blind was installed in the pass through between the office and circulation area. This should achieve some privacy in the office and make it possible for staff to work uninterrupted when required.
- The library published its first newsletter in July. Thanks to Lynda McKittrick and Fran Wright for many hours of work on this project. It is hoped that the newsletter will be published twice a year providing information on library programs, collection, workshops, and other resources.
- The TD summer reading program 'Destination Jungle' was a great success. 24 children registered and 14 read the required number of books to earn a free book. Our wind-up party was held on the Saturday of Public Library Week, October 23<sup>rd</sup>. 46 guests attended a presentation from Little Ray's Reptile Zoo featuring a dozen exotic creatures.
- A Silent Auction was held from October 18<sup>th</sup> to 23<sup>rd</sup>. We received donations of items making up 124 lots from individuals and corporations like Proctor and Gamble, 3M, Canarm, and DPR. The auction raised \$1419.00 and was enjoyed by patrons, volunteers and staff. The Board intends that this should become an annual event lasting a full two weeks.
- Library Appreciation night was held on Tuesday, October 19<sup>th</sup>. The library was closed for the evening and staff, volunteers and invited guests enjoyed a wine and cheese reception and congratulated 15 year Pillar of Strength

recipients Joan Gearey, Connie Whitehorne, and Gail Perkins, and Dreamers and Doers Greg Morrison and Gary Thornhill.

- The library hosted workshops on Card Making presented by Fran Wright, and Paper Piece Quilting by volunteer Nora Jenkins. Both were well attended and much enjoyed.
- The library joined the Playaway Pool which provides Audio Books in an innovative new format, a self-contained unit about the size of a deck of playing cards.
- Staff attended a workshop on Province of Ontario Bill 168 regarding workplace violence and harassment.
- Displays in the cabinet included 'A History of Knitting', 'A History of Lighting', 'Gardening', 'Emergency Preparedness', 'Halloween' and 'Local Craft Shows'.
- Policies on Book Donations, Workplace Violence and Harassment, and Procedures in the Event of a Job Action were added to the policy manual.
- The library used funds from the '\$15 million Investment in Public Libraries to purchase two literacy stations for the children's area in 2009. The remaining funds from this grant were used to enhance the Large Print, Audio Book, and Young Adult collections, to purchase a 3 year subscription to World Book Online, to renew Global Road Warrior and A-Z Maps and to enrol in two blocks of the Playaway pool for 3 years.
- 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.
- Inventory of the Juvenile Non-Fiction collection was completed.
- The Head Librarian took part in two webinars about the new Overdrive audio and e-books available for free download.

**Circulation:** Total 20200 (Library was open 1222 hours or 235 Days)

- Books.....17350
- Magazines.....1230
- Inter-library loans.....129
- Audio-Visual.....1491

**Membership:** Total: 1064  
99 New members

**Material Available:**

- 23853 books: 11464 juvenile, 12147 adult, 242 reference
- 30 periodical subscriptions
- 273 talking books and read-along kits
- 194 videos and DVDs plus 500 DVD titles per year from the Pools
- local history collection
- six computers for patron use – all with internet access, one with voice recognition software.
- two early literacy stations
- three printers, one colour
- Copier, scanner, fax machine
- Telephone directories for Ottawa, Kingston, Cornwall, Brockville and the Laurentians

**New Additions:**

- 1240 books added

- 3230 discarded
- 20 audio-visuals added
- 31 audio visuals discarded

**Programs:**

- Destination Jungle reading program – 12 years and under – 24 registered – 14 completed the program.
- Every Child Ready to Read
- Spring and Fall Card Making and Quilting Workshops

**Miscellaneous Funds Collected:**

- Overdue fines:.....\$944.38
- Copies, faxes and printouts.....\$346.07
- Used Books.....\$257.70
- Donations..... \$1050.00
- Replacements.....\$130.27
- Membership fees.....\$0
- Misc.....\$109.55 (Bag , Book, Earbuds, Discs)
- Programming.....\$180.00
- Silent Auction.....\$1419.00
- Rental.....\$1650.00

**Miscellaneous:**

- Total Volunteer Hours (In Library) – 948  
This represents an average of about 20 volunteer hours per week.
- Total Number of Sessions using the Public Access Computers – 1162

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