



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

Chief Librarian's End of Year Report – 2018

Highlights:

- **January 2:** The library reopened from the Christmas/New Years break.
- **January 18:** The new thermostat was installed.
- **February 1:** The library celebrated our first annual Harry Potter Night. The event was attended by 37 children and adults who all joined in the crafts, activities, games and snacks. We have received excellent feedback from those who took part. Thanks to Corwin, who planned, publicized, and organized the activities. Thanks to Susan Filion for preparing the snacks, and Susan, Merridy Marshall, Andrew Filion and Carl Knights who helped our witches and wizards with the crafts and activities.
- **February 26:** The 2017 Annual Survey of Public Libraries was completed, submitted and received Ministry sign-off.
- **March 1:** The library has created a new collection of Board Games which may be borrowed by our patrons. The collection focuses on ease of use, family or group involvement and appeal to a wide range of ages and abilities.
- **March 5:** The South Grenville Guild of Fine Art has provided works of art for display in the main library. This will be an ongoing program with the artwork changing throughout the year
- **March 12th to 16th:** March break programs included:
 - March 13th: “My Favourite Things” 11 Children made collages using magazine clippings, stickers and glitter glue. The resulting creations were laminated.
 - March 14th: Story and Craft time was attended by 3 children. (We made bunnies with stamped glitter designs and cotton ball tails.)
 - March 15th: 22 children joined us for “Untied Tie Dye”. We decorated cotton T-shirts with coloured Sharpie markers and used rubbing alcohol to blend the colours to create a tie dyed effect.
- **March 22:** Brockville Fire Protection performed the annual inspection of the Library's fire extinguishers.

- **April 25:** The final report for the Improving Library Digital Services grant was submitted. The library was able to purchase hardware and monitors to improve the public access computers, and LEGO Mindstorm robotics to enhance our LEGO collection.
- **April 30:** Location signs for the buttons for the front-door openers have been installed. Thanks to Board members Anne Barabash for designing and ordering the signs and Jack Tennant for the installation.
- **April 30:** All shelving in the library has now been provided with signage to assist in locating materials.
- **April 30:** The plaque in the library recognizing long service by staff has been updated. Thanks to Anne Barabash for arranging this.
- **May 9:** Angie Knights attended the Small Library Committee meeting at the Delta Branch of the Rideau Lakes Public Library. The meeting included a presentation by, Jeanne Hill, TR Leger Team Lead (they are looking to partner with existing community based locations, centers, libraries, agencies, within the Upper Canada District School Board to provide learning opportunities to potential students who live on the periphery of the existing TR Leger school locations) Jeanne has visited our library to assess the school house and our public computers as a possible venue for outreach.
- **May 15:** The Board was unable to achieve quorum for the May Board meeting so no meeting was held in May.
- **May 24:** A technician from Stinson & Sons performed the annual service on the furnace, and discovered that the heat exchange unit has been breached and has been dripping condensation into the blower compartment. The furnace has been tagged as unsafe to use. We are able to use the air-conditioner. Jack Tennant has been exploring options for replacement of the heat-exchange unit or possibly the entire furnace, and will have quotes for the June meeting.
- **May 26:** The library held our spring yard and plant sale, raising \$820.75. Thanks to all who donated and purchased plants and items and to volunteers Jack Tennant, Lynda McKittrick, Merridy Marshall, Nora Jenkins, Eleanor Whitlock-Hynes, Barbara Dymant, and Carl Knights.
- **June 5:** Angie Knights, Corwin Gonneau and Jack Tennant met with staff from the township for the Recreation Committee focus group on lending recreational equipment.

- **June 13:** Members of the South Grenville Guild of Fine Art visited the library to change the display of artwork.
- **July 3:** Our TD Summer Reading Program has started. 31 children have registered. Club members earn stars by reading books. Children who earn 12 stars may choose a free book to take home from our treasure box. All club members are invited to our Wind-Up Party in September, when Little Ray`s Reptiles will be visiting the library.
- **July 14:** The library`s new furnace was installed by DRL Heating & Cooling. The total cost of the new furnace was \$3229.21. This expense was covered by the Township Reserve fund. The replacement was made necessary by damage and defects in the previous furnace which was donated to the library.
- **July 28:** The library hosted a craft program: Star Makers. This craft involved making and decorating paper stars. 4 children and 2 parents attended. Although attendance was disappointing, those who took part really enjoyed the activity.
- **August 16:** The Library Board met for an extraordinary meeting in August to make up for the missed meeting in May.
- **August 18:** The library hosted a craft program: Untied Tie Dying. 6 children and 2 parents attended.
- **August 28, 29, 30:** Gary Thornhill and Jack Tennant retrofitted the back shed to solve a drainage issue and make room for the Recreational Equipment that will be part of our new lending program in partnership with the Township. Extra chairs that had been stored in the shed were donated to the Algonquin United Church.
- **August 30:** Assistant Librarian Linda Parrott informed the Board of her intention to retire effective September 13, 2018. Linda has served the Augusta Township Public Library for 30 years and has been a valued member of staff, making great contributions to the success of the library during her tenure. She will be greatly missed by the Board, staff and patrons of the library. Library Clerk Corwin Gonneau has accepted the position of Assistant Librarian effective September 7th. The Board will advertise for a new Library Clerk
- **September 13:** The Library Board, staff and patrons celebrated Linda Parrotts retirement with cake, balloons, and a present of wind chimes. Members of Linda`s family and many patrons were present to wish Linda happiness in her retirement.
- **September 15:** The library was fortunate to have student Megan Ciglich join us for the summer. The Employment and Education Center received funding to pay for Megan to work at the library helping us digitize our Local History collection. Megan worked a total of 71 hours in August and September, doing an excellent job. Her work has enabled us to digitize the Goldie Connell collection as well as other local history ephemera.

- **September 17:** Stinson's performed an inspection of the new furnace installation.
- **September 29th:** Little Ray's Reptile Zoo visited the library to help us celebrate the end of our TD Summer Reading Club. 22 children and 20 parents/guardians attended our wind-up party and enjoyed snacks and creatures. 35 children registered for the program, 16 earned 12 stars and were able to choose a free book to take home and keep. Our awesome readers read a total of 195 books over the summer.
- **September 30:** Over the summer Board Member Jack Tennant has been restoring the windows in the Schoolhouse. Reglazing, replacement of broken panes and painting of these windows has helped to preserve the historic nature of the schoolhouse.
- **October 1:** The parking lot and front entrance lights were replaced to provide better lighting and more energy efficiency.
- **October 3:** A new programmable thermostat was installed to maximize energy efficiency of the new furnace.
- **October 3:** New Library Clerk Kimberley Craig began her duties, bringing her organizational skills, adaptability and excellent public service experience to her new position.
- **October 22:** An inspection of the well-head was performed by an inspector from the District Health Unit. Thanks to the Township for arranging to have the well cover removed.
- **October 23:** The library hosted our Volunteer Appreciation evening. Garden Club volunteer Shannon Thornhill was recognized for 5 years service, Garden Club volunteer Michelle Thornhill and Library volunteer Anne Reaney were recognized for 10 years service, and Lynda McKittrick was recognized for 20 years service as Library Board member and Social Media volunteer. Jacquie Kelly was recognized as 2018 Dreamer and Doer Award recipient.
- **October 27:** The library hosted the Launch of our new Recreation Lending Library. The library is partnering with the township to provide recreational equipment to residents of Augusta Township.
- **November 1:** The library was informed by the township that a claim had been made for compensation for vehicle damage which occurred when a patron drove over a tree stump in the grass median between the library and church parking lot. The library provided information to the Township regarding the location of the stump and they are dealing with this matter.

- **November 20:** Angie Knights attended an orientation meeting with the new Township Council. Council was provided with a copy of the Librarian`s annual report for 2017, the library brochure, the 2017 budget, and an information sheet from SOLS regarding the roles of council the Library Board. The information was well received and Angie had a brief opportunity to meet with each member of council for individual discussion.
- **November 20:** A Recreation & Equipment Lending Library (liability release form) was drawn up regarding lending and release of liability. Also outlined on this form are fines and deposits for late or damaged equipment. This form has been reviewed and approved by the Library`s Insurance Company. This new undertaking of equipment use by patrons will be advertised on social media and the library website.
- **November 20:** The Library Board amended the Rental Agreement for the Schoolhouse meeting room to reflect the fact that renters must now provide proof of insurance or purchase insurance from the library for their event.
- **November 22:** Cataloging of the new equipment for the Recreational Lending Library has been started. The new shelving provided by the Township has been installed by Board Member Jack Tennant and most of the summer equipment has been cataloged and stored in the back storage shed.
- **November:** The new door in to the Schoolhouse porch has been installed by Wiltse`s and the fan in the ladies washroom was replaced by Jack Tennant.
- **December 20:** Cataloging of the new equipment for the Recreational Lending Library has been completed. The summer equipment has been cataloged and stored in the back storage shed. Winter equipment has been stored in the Electrical room with permission of Fire Chief Rob Bowman.
- **December:** The provincial Public Library Operating Grant was received.
- The library was closed December 24th, 25th, 26th, 31st and January 1st.
- Overdrive has been renewed for 2019.
- E-Resources have been ordered for 2019 and include Ancestry Library, Britannica Library, A-Z World Travel, A-Z World Food, Lingo Lite, Newspaper Source Plus and Ebsco package 2 which includes, Novalist Plus, Novalist K-8, Canadian Reference centre, MasterFile Premier, Primary Search, and Auto Repair. These resources will be highlighted on our WebPage in the coming months.

The library continued the Needles and Pins needlework group. Participants meet in the Schoolhouse on Monday afternoons to work on projects and share advice and expertise.

Our LEGO club continues on Saturday mornings.

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.

The library continues our program of lending Museum Passes: We now have passes to the Aquatarium, the Museum of Canadian History and the Canadian War Museum, the Museum of Science and Technology, the Museum of Agriculture and Food, the Museum of Air and Space, and the Canadian Museum of Nature available for our patrons to borrow.

Circulation:

Total 20,148

(Library was open 1,326 hours on 255 days)

- Books.....11226
- Magazines.....523
- Inter-library loans.....155
- Museum Passes.....120
- Audio-Visual.....1150
- Overdrive (e-books).....6954
- Board Games.....29

Membership:

93 new members

Material Available:

- 25447 books: 12,875 juvenile, 12,428 adult, 144 reference plus 400 titles per year from The Large Print Pool.
- 30 periodical subscriptions
- Brockville Recorder and Times daily newspaper
- 496 talking books and read-along kits
- 301 DVDs plus 500 DVD titles per year from the SOLS DVD Pool
- 14 Board Games
- 105 items of Recreation Equipment
- local history collection
- five 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:

- 1693 Books added
- 330 Books discarded
- 26 Audio-Visuals added
- 0 Audio Visual discarded
- 14 Board Games Added.
- 105 pieces of Recreation Equipment added.

Programs:

- TD Summer Reading Program – 12 years and under – 35 children registered. A total of 195 books were read by program participants.
- March Break and Summer Break reading and craft programs
- Wednesday morning story time.
- Every Child Ready to Read
- Read to Every Kid Every Day
- Lego Club
- Mapsack
- Needles and Pins needlework group

Miscellaneous Funds Collected:

- Overdue fines:.....\$247.40
- Copies, faxes and printouts.....\$1168.35
- Used Books.....\$290.80
- Donations.....\$350.00
- Replacements.....\$193.40
- Membership fees..... \$15.00
- Misc.....\$10.00 (Bag sales)
- Programming.....\$0
- Plant/Yard Sale.....\$820.75
- Rental.....\$1800.00 (79 Bookings)

Miscellaneous:

- Total In-Library Volunteer Hours – 526.5. An average of 11 volunteer hours per week.
- Total Number of Sessions using the Public Access Computers – 316

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