Peterborough Public Library Board Meeting Agenda

April 9, 2019
6:00 p.m.
345 Aylmer Street North
Library Board Room

7.   Next Meeting - May 14, 2019

8.   Adjournment

Peterborough Public Library Board Minutes

City of Peterborough

March 12, 2019

Present	Councillor Akapo
	Amy Bowen
	Councillor Clarke
	Leigh McEachran
	Dan Moloney
	Jayne White
	Leslie Woolcott
Regrets	Barb Connor
	Gillian Sandeman
Staff	Natalie Garnett, Deputy Clerk
	Jennifer Jones, Library CEO

Call to Order

The meeting was called to order by Jennifer Jones, CEO at 6:00 p.m.

Elections

Election of Chair

Ms. Jones called for nominations for the position of Chair of the Peterborough Public Library Board for 2019.

Dan Moloney nominated Leslie Woolcott as Chair and Ms. Woolcott accepted the nomination. There being no further nominations Ms. Woolcott was declared Chair of the Peterborough Public Library Board of Trustees for 2019.

Ms. Woolcott assumed the Chair.

Election of Vice Chair

Ms. Woolcott nominated Dan Moloney as Vice Chair, and Mr. Moloney accepted the nomination. There being no further nominations Mr. Moloney was declared Vice Chair for 2019.

Appointments

Moved by Councillor Clarke

That the City Clerk or designate be appointed as Secretary of the Peterborough Public Library Board for 2019; and,

That the City Treasurer be appointed Treasurer of the Peterborough Public Library Board of Directors for 2019.

Carried

Confirmation of Minutes

February 19, 2019

Moved by Jayne White

That the minutes of February 19, 2019 be approved as amended.

Carried

Disclosure of Pecuniary Interest

There were no Disclosures of Pecuniary Interest.

Report PPL19-010

New Library Board Orientation

Jennifer Jones, CEO provided an orientation presentation to the Board.

Moved by Dan Moloney

That the Library Board approves the recommendation as outlined in Report PPL19-010 dated March 12, 2019, of the Library CEO as follows:

That the report be received for information.

Carried

Report PPL19-011

Updates from the Foundation and Friends of the Library

It was decided that future updates from the Library Foundation and Friends of the Library are to be provided in writing to Ms. Jones for inclusion in her report each month.

It was noted that the Friends book sale held on March 1st and 2nd raised $10,598.00.

Moved by Councillor Akapo

That the Library Board approve the recommendations outlined in Report PPL19-011, dated March 12, 2019, of the Library CEO, as follows:

a) **That a verbal report to inform the Library Board on the status of the Foundation by Jayne White be received for information; and,**

b) **That a verbal report to inform the Library Board on the status of the Friends of the Peterborough Public Library by Barb Connor be received for information.**

Carried

Report PPL19-012

Library CEO Report March 2019

Moved by Dan Moloney

That the Library Board approves the recommendation as outlined in Report PPL19-012 dated March 12, 2019, of the Library CEO as follows:

That the report be received for information.

Carried

Other Business

There were no items of Other Business.

Next Meeting - April 9, 2019

Adjournment

Moved by Councillor Akapo

That the Library Board meeting adjourn at 7:40 p.m.

Carried

_____

Natalie Garnett

Deputy Clerk

_____

Leslie Woolcott, Chair

![Peterborough Public Library logo]

To: **Library Board of Trustees**

From: **Jennifer Jones, Library CEO**

Meeting Date: **April 9, 2019**

Subject: **Report PPL19-013**
Community Guest - Police Services Representative

Purpose

A report to inform the Library Board of Trustees that a representative from the Peterborough Police Service will be attending the April 9, 2019 Board Meeting.

Recommendation

That the Library Board approves the recommendation as outlined in Report PPL19-013 dated April 9, 2019, of the Library CEO as follows:

That the report be received for information.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

A representative from the Peterborough Police Services will attend the April 9, 2019 Library Board meeting to discuss ongoing and continued efforts to improve safety and security at the library.

_____

Submitted by,

Jennifer Jones
Library CEO

Contact Name:
Jennifer Jones
Phone: 705- 745-5382 Ext.2370
E-Mail: jjones@peterborough.ca

Peterborough
Public Library

To:	**Library Board of Trustees**
From:	**Jennifer Jones, Library CEO**
Meeting Date:	**April 9, 2019**
Subject:	**Report PPL19-014** **New Library Board Orientation – Part 2**

Purpose

A report to provide the new Peterborough Public Library Board of Trustees an introduction and an orientation.

Recommendation

That the Library Board approves the recommendation as outlined in Report PPL19-014 dated April 9, 2019, of the Library CEO as follows:

That the report be received for information.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

The Library CEO, Jennifer Jones, will provide an overview of the CEO's role in relation to the Library Board's at the April 9, 2019 meeting.

_____

Submitted by,

Jennifer Jones
Library CEO

Contact Name:
Jennifer Jones
Phone: 705- 745-5382 Ext.2370
E-Mail: jjones@peterborough.ca

To: **Library Board of Trustees**

From: **Jennifer Jones, Library CEO**

Meeting Date: **April 9, 2019**

Subject: **Report PPL19-018**
                   Library Policy Review

Purpose

A report to provide the Library Board with a list of Library Policies and to set a review timetable.

Recommendations

That the Library Board approve the recommendations as outlined in Report PPL19-018 dated April 9, 2019, of the Library CEO as follows:

a)   That report PPL19-018 be received for information;

b)   That a policy sub-committee be formed; and,

c)   That the Library Board establish a policy review timetable.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

A list of current Library Policies is attached (see Appendix A). The policies themselves can be found either on the Library's website https://www.ptbolibrary.ca/policies or by requesting a paper copy from a staff member.

_____

There are a number of policies which are due for revision. It is recommended that a sub committee be formed to properly review all Library policies, and that a policy framework is created to ensure continued maintenance.

The Library Board is mandated to have some policies by legislation. The Southern Ontario Library Service (SOLS) has created a list of policies and compliance requirements (see Appendix B) as a guideline for libraries.

Submitted by,

Jennifer Jones
Library CEO

Contact Name:
Jennifer Jones
Phone: 705- 745-5382 Ext.2370
E-Mail: jjones@peterborough.ca

Attached:
Appendix A - List of Current Library Policies
Appendix B - SOLS list of Policies

Appendix A - List of Current Library Policies

_____

Policy Type	Policy Name	Date approved (yyyy-mm-dd)	Date last revised (yyyy-mm-dd)
Board by-laws	Library By-laws	1910-10-03	1942-05-07
	Composition of the Board and Terms of Reference (see MOU)	1997-09-06	2018-06-25
	Delegations to the Library Board Policy	2012-02-28	
	Meetings of the Board (City's Adopted)		
Foundation	Intellectual Freedom	2011-05-17	
Fundraising	Sponsorship (City's Adopted)	2017-05-30	
Governance	Advocacy Policy	2002-05-28	2005-04-26
	Committees of the Board	1998-06-23	2001-06-04
	Duties and responsibilities of Individual Board members	2001-06-04	
	Policy Development	2001-09-03	2004-06-06
Operational	Accessible Customer Service	2010-04-27	
	Advertising Policy	2018-09-11	
	Art Policy	2018-11-13	
	Code of Conduct	2003-02-25	2015-06-30
	Food Policy	2006-06-20	
	Human Resources /Employment (City's Adopted)	1999-06-22	
	Interlibrary Loan Policy	1997-05-27	
	Internet and Computer Use Policy	2006-02-01	2015-07-01
	Library Card Registration Policy	2002-01-22	2017-03-28
	Materials Selection Policy	2012-11-27	2017-11-21
	Membership Policy	2005-02-22	2017-03-28
	Occupational Health and Safety (City's Adopted)	2009-04-06	
	One Card Policy	2013-09-24	
	Overdue Policy	2002-01-22	2013-09-24
	Partnership Policy	2018-01-09	
	Privacy Policy (MFIPPA)	2012-03-28	2018-12-11
	Purchasing Policy (City's Adopted, by-law)	2009-01-03	
	Refund Policy	2018-12-11	
	Room Booking Policy	2008-02-26	2017-06-27
	Scent sensitivity - Striving to be Scent free (City's Adopted)	*2018-07-30*	

_____

	Unattended Children Policy	1996-09-17	
	Video Surveillance Policy (City's Adopted)	2007-04-17	
	Volunteer Policy	1998-06-23	2005-02-20
	Workplace Harassment and Discrimination Policy (City's Adopted)	2005-06-10	2013-09-04
	Workplace Violence Prevention (City's Adopted)	2005-06-10	2013-01-01

Other items

Governance	Library MOU	2018-06-25	
Human Resources	Collective Agreement - Local CUPE 1833	2015-12-31	
Foundational	Mission Statement (Strategic Plan)		2018-06-25
	Values Statement (Strategic Plan)		2018-06-25
	Vision Statement (Strategic Plan)		2018-06-25

Appendix B - SOLS list of Policies

_____

Type of policy/notes	Trillium PL samples	Policies in OPLG 7th	Legislation/Legislated
Foundation Documents			
Intellectual Freedom	FN-04	13.1M	CFLA/OLA Position statements
Indigenous Awareness and Reconciliation (Three criteria every library should include in policy documents are: 1) the endorsement of a Respect and Acknowledgement Declaration for original Indigenous peoples of your territory; 2) a collection development policy statement which addresses the value of Indigenous materials and authors; and 3) a service policy statement which highlights the library's approach to serving Indigenous populations.	FN-05	14.11**M**	Can be written as one policy or elements included in separate policies – Trillium example puts the elements into one document.
Board Bylaws		1.6**M**	
Statement of Authority and Powers & Duties of the Board	BL-01	1.6**M**	PLA s.3(1)
Composition of the Board and Officers' Terms of Reference (Note: 1.5 is a mandatory guideline within OPLG which states that there must be written terms of reference for officers and any committees. These could be written as a policy or written into board by-laws, if you wish)	BL-02	1.6**M**	PLA s.10,12,13 and 14(3)
Meetings (includes reference to minutes and Guideline 1.4 requires that there be a record (minutes) of each meeting, no policy required	BL-03	1.6**M** **1.4M**	PLA s.14, s 15(3)b and s.16; Municipal Act 1990, cM50
Amendment of Bylaws	BL-04	1.6**M**	
Governance Policies			
Purpose and Duties of the Board (Note: 6.1 is a mandatory guideline which states that board members should be provided with written guidelines outlining duties and responsibilities. These could be in policy form, if you wish). This policy includes a Board Code of Conduct.	GOV -01		PLA s.3(1) and Municipal Conflict of Interest 1990 c.M50
Board Orientation **and Training** (Note: 6.2 is a mandatory OPLG guideline which requires that there is a formal orientation PROGRAM for all new board members. This program could be written as a policy, if you wish)	GOV-02		
Committees of the Board (Note: 1.5 is a mandatory OPLG guideline which states that there must be written terms of reference for officers and any committees. These could be written as a policy, if you wish)	GOV-03		
Policy Development (Note: 2.1 is a mandatory OPLG guideline about writing policies for the library. It requires that there be a PROCESS to develop policies and this process could be written as a policy, if you wish)	GOV-04		PLA s.3(3)
Policy Review Schedule (Note OPLG guideline 2.3 requires that there be a schedule of review for library policies, no policy required		2.3	
Planning	GOV-05	7.8**M**	PLA s.20(a)
Financial Control and Oversight (Note: OPLG guidelines 4.2 and 4.3 refer to the need for a board to ensure accurate financial records are kept & reviewed by all board. This requirement could be written as a policy, if you wish)	GOV-06		PLA s 15(4b), s.24(1)
Board Advocacy	GOV-07	5.1.**M**	
Board-CEO Partnership (includes Delegation of Authority to the CEO and Evaluation of the CEO) Note: OPLG guideline 16.1 is a mandatory guideline which covers the evaluation of the library CEO. It requires a PROCESS for evaluation which could be written as a policy, if you wish)	GOV-08		PLA s.15(2)
Board Evaluation	GOV-09		
Succession Planning	GOV-10		
Personnel Policies			
Human Resources Management (including Personnel records)	HR-01	16.1M	
Staff Selection and Assignment (Note: OPLG guideline 16.3 is a mandatory guideline requiring written job descriptions for each position. The requirement for these job descriptions could be part of a policy. Having such	HR-02		

Policy	Number	Guideline	Legislation / Notes
a policy is not mandatory, but having job descriptions is mandatory)			
Employment of employees (formerly referring to employment of family members	HR-02	16.1**M**	Municipal Act 2001 (**REQUIRED by legislation)**
Terms and Conditions of Employment (includes grievances, complaints, resignations and dismissal)	HR-03	16.1**M**	PLA s.15(1) and Employment Standards Act
Training and Development (Note OPLG guideline 17.4 relates to training and states that training should be mentioned in personnel policy)	HR-03		
Vacation, Public Holidays and leave	HR-04	16.1**M**	Employment Standards Act
Compensation / Salaries & Benefits (Note: OPLG guideline 16.4 is about ensuring that there are salary scales. The requirement for salary scales could be a policy if you wish, but the guideline is having the salary scale itself)	HR-05		PLA s.15(1) also refers to requirement to comply with the PAY EQUITY ACT, R.S.O. 1990, c. P.7 including having a plan and maintaining it by reviewing compensation on a regular basis
Retirement	HR-05	16.1**M**	
Performance & Discipline (Note: 17.1 is a mandatory guideline requiring regular, written performance employee appraisals. Requirement could be policy if you wish, but guideline is about evaluation)	HR-06		
Workplace Harassment and Discrimination	HR-07	12.4**M**	Under Ontario Occupational Health and Safety Act *[s.32.0.1(1)]* - All employers, regardless of how many workers, must prepare policies with respect to workplace violence and workplace harassment and review them at least once a year. Also have a program for each **(REQUIRED) – In 2016 – need to add sexual harassment and measures to deal with complaints**
Prevention of Workplace Violence *Note: In the area of workplace violence, harassment and working alone, OPLG Guidelines has policies in Section 12 and procedures for similar topics in Section 18*	HR-08	12.3 **M**	
Health and Safety (of staff)	HR-09	12.1**M**	Under Occupational Health and Safety Act/OHSA *[s.25 (2) (j)]* - prepare a written occupational health & safety policy & review policy... **(REQUIRED)**
Use of Technology Policy - This policy covers employee use of library computers, devices, e-mail system and networks. Employee use of social media is addressed in policy **HR-12**	HR-10	15.4**M**	
Travel Expenses	HR-11		
Staff Use of Social Media – This policy covers employee use of social media. HR-10 covers employee use of library computers, devices, e-mail system and networks.	HR-12	15.4**M**	
Operational Policies			
Privacy, Access to Information & Electronic messages under CASL - Policy Number - covers confidentiality, protection of privacy and handling electronic messages under Canada's Anti-Spam Legislation	OP-01	13.4**M**	MFIPPA 1990 c.M56. Trillium sample policy amended in 2017 to include details of CASL legislation which came into effect July 1, 2014
Safety, Security and Emergencies (includes Working Alone)	OP-02	12.2**M**	See HR-09 above. Bill 168, OHSA Amendment (Violence & Harassment in the Workplace) 2009 **(REQUIRED)**
Code of Conduct / Behaviour (public behaviour in library facilities)	OP-03	12.5	Can refer to Trespass to Property Act, R.S.O. CT21 and Criminal Code (R.S.C., 1985, cC-46p
Collection Development	OP-04	13.1**M**	
Resource Sharing	OP-05	14.9	
Programming	OP-06	14.4**M**	
Internet Services (15.1 is about free access to public computers, 15.2 is about acceptable use of library's electronic systems while 15.3 is a mandatory	OP-07	15.1**M** 15.2**M**	

_____

guideline requiring a statement giving the library's position on internet filtering and control of electronic information)		15.3**M**	
Meeting Room (only required if you have public meeting room space)	OP-08	14.8	
Community Information	OP-09	14.5	
Children in the Library (including Unattended Children)	OP-10	14.3	Child Youth & Family Services Act
Young Adults/Teens in the Library	OP-11	14.4	
Circulation	OP-12	13.3**M**	MFIPPA 1990 c.M56
Local History	OP-13	14.6	
Digitization *(of local history)*	OP-13	14.7	
Information Services/Reference Service	OP-14	14.1**M**	
Accessibility in the Library Accessible Customer Service - At 6.4, there is a mandatory guideline that the library board has gone through AODA Customer Service training and at 17.8, a mandatory guideline that staff have completed training. No policy required in OPLG – just the training requirement Integrated Standards (24.11 is a non-mandatory guideline regarding materials in alternate formats and 29.7 is a non-mandatory guideline regarding assistive technology). But Guideline 14.2 is mandatory and relates to having a AODA Statement (which is usually written as a policy)	OP-15	14.2**M**	AODA –…regulations set out in *Ontario Regulation 165/16,* passed in 2016 which replaced *Ontario Regulation 429/07 (Accessibility Standards for Customer Service)* and sections of *Ontario Regulation 191/11 (Integrated Accessibility Standards)*. **(REQUIRED to have statement of commitment and customer service policy and training)**
The Library and Political Elections	OP-16		
Records Retention and Schedule	OP-17		
Procurement/Purchasing Policy (SOLS has a guide – *Ontario Public Library Purchasing Guide* posted at https://www.sols.org/index.php/about-us/761-sols-publications/ldgs/403-library-guides	OP-18		Municipal Act 2001 (Sec. 271) local boards adopt policies - procurement of goods & services **REQUIRED**
Volunteers Policies			
Volunteer Program	VOL-01	16.8**M**	
Recruitment and Assignment	VOL-02	16.8**M**	
Responsibilities for Volunteers	VOL-03	16.8**M**	
Fundraising Policies			
General Gift Acceptance	FR-01		
Administration	FR-02		
Partnerships and Sponsorship	FR-03		

A note on codes

TPL = *Trillium Public Library Policy Manual* Originally written in the Library Development Guide series as *Trillium Public Library Policy Manual*), the information from the policy manual is now presented a series of downloadable sample polices developed by staff at the Southern Ontario Library Service and linked to the web page https://www.sols.org/index.php/sols-services/sample-policies

OPLG = *Ontario Public Library Guidelines*, 7th edition. Within this edition, there are 28 different written policies listed. Of the 28 total, 19 policies are mandatory if you wish to be considered for accreditation within the OPLG framework. Of the 28, two of them might be deemed to be not applicable (for example, if you do not have a public meeting room, then you don't need a policy about that). Neither of those 2 are mandatory.

M = A library cannot be accredited under the *Ontario Public Library Guidelines* if it fails to meet any one of the mandatory guidelines.

REQUIRED = Required by some piece of legislation, commonly Ontario Occupational Health and Safety Act (OHSA) or Accessibility for Ontarians with Disabilities Act (AODA) 2005

PLA –Public Libraries Act, R.S.O. 1990, c. P.44.   Posted at https://www.ontario.ca/laws/statute/90p44

Peterborough
Public Library

To:	Peterborough Public Library Board of Trustees
From:	Jennifer Jones, Library CEO
Meeting Date:	April 9, 2019
Subject:	Report PPL19-015 Updates from the Foundation and Friends of the Library

Purpose

A report to inform the Library Board on the status of the Peterborough Public Library Foundation and the Friends of the Peterborough Public Library.

Recommendations

That the Library Board approve the recommendations outlined in Report PPL19-015, dated April 9, 2019, of the Library CEO, as follows:

a) That a verbal report to inform the Library Board on the status of the Foundation by Jayne White be received for information; and

b) That a verbal report to inform the Library Board on the status of the Friends of the Peterborough Public Library by Barb Connor be received for information.

Budget and Financial Implications

There is no budget or financial implications associated with the recommendations of this report.

_____

Background

Jayne White, from the Library Foundation Board, will attend the Library Board meeting on April 9, 2019, to provide a verbal update on the current status of the Foundation.

Barb Connor, co-chair of the Friends of the Library, will attend the Library Board meeting on April 9, 2019, to provide a verbal update on the current status of the Friends of the Library.

Submitted by,

Jennifer Jones
Library CEO

Contact Name:
Jennifer Jones
Phone: 705- 745-5382 Ex. 2370
Fax: 705-745-8958
E-mail: jjones@peterborough.ca

Peterborough Public Library

To:	**Library Board of Trustees**
From:	**Jennifer Jones, Library CEO**
Meeting Date:	**April 9, 2019**
Subject:	**Report PPL19-017**
	Library Code of Conduct

Purpose

A report to provide the Library Board with a copy of the Library Code of Conduct to revise and review.

Recommendations

That the Library Board approve the recommendations as outlined in Report PPL19-017 dated April 9, 2019, of the Library CEO as follows:

a)   That report PPL19-007 be received for information; and,

b)   That the Library Code of Conduct be updated as required.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

The Library's Code of Conduct (see Appendix A) was last revised in 2015 and updated language is needed.

The Code of Conduct is currently posted on the Library website and staff members can provide members of the public with a copy.

_____

Submitted by,

Jennifer Jones
Library CEO

Contact Name:
Jennifer Jones
Phone: 705- 745-5382 Ext.2370
E-Mail: jjones@peterborough.ca

Attached:
Appendix A - Library Code of Conduct

_____

Appendix A - Library Code of Conduct

Code of Conduct Policy			
Department	Community Services	**Effective Date**	June 30, 2015
Division	Arts Culture & Heritage	**Approval Level**	Library Board
Section/Facility	Public Library	**Policy #**	

Purpose

The primary purpose of the Code of Conduct policy is to provide direction to library members on appropriate behavior on library property.

Application
This policy and related procedures apply to all persons on library property.

The Policy
Our library is a unique gathering place for the promotion of literacy, life-long learning and the exchange of ideas. We welcome people of all ages and abilities. As a public library, we respect your individual rights, while recognizing that they must be balanced with the rights of others, including library staff and other library patrons.

To ensure a happy, healthy and safe environment for everyone in the library please:

- Follow the policies and procedures that have been developed for the fair and consistent delivery of our services.
- Directly supervise individuals in your care.
- Dress in a publically acceptable manner, including both clothing and footwear.
- Advise library staff of inappropriate activity or violations of the Rules of Conduct that you witness.
- Be polite and civil to library staff and other patrons.

Thank-you for not:

- Damaging, stealing, and misusing any library, staff, or patron property.
- Engaging in any form of behavior that is disruptive, or prevents other patrons from enjoying the library.
- Using library computers to access pornography, or other inappropriate sites.
- Possessing, be under the influence of, alcohol (except during licensed events) or controlled substances on library premises.
- Using electronic devices without earphones in a disruptive way inside the library.
- Soliciting, selling, or engaging in any illegal activity or unauthorized commercial activity.
- Taking library materials into the public washrooms, and/or using the washroom for bathing or washing clothes.

_____

- Exhibiting personal hygiene which is offensive and/or a health risk to others.
- Bringing animals, other than assistive animals, into the library, or leaving animals unattended at library entrances.

Consequences

Depending on the severity and frequency of the violation, the Library may:

- Request proof of identity
- Inspect your bags, briefcase, purses, etc.
- Request you to stop the inappropriate activity
- Take away relevant library privileges
- Fine you for repairs/replacement costs
- Advise the appropriate authorities
- Pursue legal action
- Ban you from the library property
- Take other appropriate actions

Authority: **Public Libraries Act**, **Trespass to Property Act**, **Criminal Code** of Canada

Approved by the Library Board June 30, 2015.

Peterborough Public Library

To:	**Library Board of Trustees**
From:	**Jennifer Jones, Library CEO**
Meeting Date:	**April 9, 2019**
Subject:	**Report PPL19-016** **Library CEO Report April 2019**

Purpose

A report to inform the Library Board of Trustees on general matters concerning Library operations and services.

Recommendation

That the Library Board approves the recommendation as outlined in Report PPL19-016 dated April 9, 2019, of the Library CEO as follows:

That the report be received for information.

Budget and Financial Implications

There are no budget or financial implications resulting from the approval of the recommendation of this report.

Background

SPARK

The SPARK photography festival has returned.

"The SPARK Photo Festival is a celebration of photography, and the artists, dreamers, innovators, storytellers, professionals and enthusiasts behind the camera lens. The 7th annual SPARK Photo Festival is scheduled for April 1 to April 30, 2019. For more information on SPARK" please visit their website: https://www.sparkphotofestival.org/

_____

The Library is hosting three exhibits

- "SPARK Juried Exhibit"*,* Friends of the Library Community Room
- Bill Lockington *Out of Africa,* Upper lobby
- Ken Powell – "Morocco Travels"*,* Lower lobby

Programming

March was a very busy month for the Children's department. Core programs wound down as staff wound up for March Break programming where 9 programs were offered with a total of 851 people attending. The programs ranged from small workshops to large performances, registered, drop in, creative and educational.

Core Programs
Drop In Story Time x1 = 39 participants
Tween Book Club x1 = 14 participants
PJ Story Time x1 = 15 participants

Special Events: March Break
Family Movie (Lego Ninjago) = 87 participants
Drumming with Mel = 18 participants
K2 Story Time = 60 participants
Puppet making with Shelley = 18 participants
Save the Turtles = 103 participants
Make and Play = 81 participants
Lego Build = 92 participants
Puppet Tamer = 161 participants
Dufflebag Theatre (Robin Hood) = 216 participants

Check out the Events Calendar on the Library website for up to date information about library programs and events.

Partnerships

We have been invited to participate in a new initiative through the Ontario Public Health Association called "Keeping Kids Healthy". The Library's Children's department was invited to submit programs for a fun guide put out by Public Health of free activities called "Kids Get Active", happening during the month of June, in and around Peterborough.

Food for Fines

The Library's Food for Fines campaign in March 2019 was successful in providing over 1,170 pounds of food to the Kawartha Food Share. Over $1,500 in fines were waived from library memberships as a result of the food donations.

_____

Security Services and Incidents

Incidents at the library continue to occur. These range from minor disagreements to theft, reports of drug use, and inappropriate behaviour in a public facility. The library's 2019 budget included an expansion to the current security services hours, which would allow a security guard to be on site during the full operating hours of the library. This service began on April 1, 2019.

Cafe update

The Library is continuing to work with the Peterborough Sport & Wellness Centre to find a solution to providing cafe services at our locations. We are exploring a local option and are working on sorting out the details of an arrangement that would work for both locations.

Library Commons update

Work on the Library Commons is scheduled to restart the end of April/early May if weather permits. The hope is that the final stages of construction will be complete in short order and the public art piece installation can be coordinated for June.

Submitted by,

Jennifer Jones
Library CEO

Contact Name:
Jennifer Jones
Phone: 705- 745-5382 Ext.2370
E-Mail: jjones@peterborough.ca