



City of
Peterborough

To: Peterborough Public Library Board of Trustees

From: Jennifer Zoethout, Library Manager/CEO

Meeting Date: October 27, 2015

Subject: Report PPL15-016
Library Manager/CEO Report for September/October 2015

Purpose

A report to inform the Board on matters relating to library activities during the months of September and October, 2015.

Recommendation

That the Peterborough Public Library Board of Trustees approve the recommendation outlined in Report PPL15-016 dated October 27, 2015, of the Library Manager/CEO, as follows:

That the Library Manager/CEO Report for September/October 2015 received for information.

Budget and Financial Implications

There are no budget or financial implications as a result of this report.

Background

Library Activities

Staffing

Interviews for the Circulation Supervisor were held, with the successful internal candidate moving into the position.

The full-time Clerk position has been posted, and interviews will be held at the start of November.

Cheryl Wardell, Information Services (part-time), has resigned.

Three pages have been hired, two of whom are permanent and one temporary.

The Supervisors have attended a training session on supervision held by CUPE.

Technology

The public access computer contract with Useful, has been renewed.

Staff have made arrangements with Sirsi to renew their contract for ILS services.

Xerox contracts have been renewed as well, with colour and scanning copiers being placed in both branches sometime in December.

Collections

The month long weeding project has been completed. The inventory of the collection is almost complete as well.

Media Coverage

Trent Radio – The Head Librarian was invited along with the Friends of the Library to talk about the giant book sale and library renovations.

Programs for September

Type	# of Sessions	# of Attendees
Technology	9	40
Adult	4	46
Teen	1	14
Children's	4	76

Renovation Update

There is no further news on the renovation. The project will come before Council on December 7, 2015 for approval.

Miscellaneous

The library traditionally closes seasonally, for the following hours pending Board approval:

- December 24, 2015, at noon
- December 27, 2015, all day
- December 28, 29 and 30, at 5:00 p.m.
- December 31, 2015, at noon

With the Board's permission, the Library Manager/CEO would like to defer the report on Strategic Planning Options until January, 2016.

Submitted by,

Jennifer Zoethout

Library Manager/CEO

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