



City of
Peterborough

To: Peterborough Public Library Board of Trustees

From: Jennifer Zoethout, Library Manager/CEO

Meeting Date: February 23, 2016

Subject: Report PPL16-007
Library Manager's Report for January 2016

Purpose

A report to inform the Board on matters relating to library activities.

Recommendation

That the Peterborough Public Library Board of Trustees approves the recommendation outlined in Report PPL16-007, dated February 23, 2016 of the Library Manager/CEO as follows:

That the Library Manager/CEO's report for January 2016 be received for information.

Budget and Financial Implications

There are no direct budget and financial implications resulting from the approval of this Report.

Background

Staffing

The new Master schedule has been implemented this month. With the last contract negotiations the Scheduling Committee was dissolved. A pay equity settlement has also been reached with CUPE 1833. Staff are working with Peterborough Utility Services to find a scheduling software that can be supported by City IT.

Training

Staff attended the Ontario Library Association Conference.

Collections

An automatic release plan (ARP) with the company Archambault for French language materials has been finalized. This means that the company will automatically send resources in French to the library, increasing our French Language content.

Weeding of the collection at both branches continues.

University Women's Club files have been transferred to the De La Fosse branch.

Programs

January 2015

Type	# of sessions	# of attendees
Technology	12	70
Adult	2	31
Adult Outreach	2	40
Teen	1	8
Children's	17	537
Children's Outreach	3	2176
Total	37	2862

Library Staff have been brainstorming on how to best serve the anticipated influx of refugees to the area.

Outreach events included a visit to the Peterborough Newcomers Organization, and Snofest. The children's program, Music with Jake had over 95 people attend.

Library Renovation

Inventory of all items in the library is being completed, and surplus items are being disposed of within the guidelines set out by the City of Peterborough.

Technical Services

Staff is working on the preliminary foundation for Arabic Language cataloguing and processing for library resources.

Marketing

Staff is working on creating a marketing and communications plan, advertising the move and assisting the Friends of the Library with getting the word out about the last Giant book sale before the move to the temporary location.

Submitted by,

Jennifer Zoethout
Library Manager/ CEO

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