



**Peterborough
Public Library**

To: Library Board of Trustees

From: Jennifer Jones, Acting Library Manager/CEO

Meeting Date: March 28, 2017

Subject: Report PPL17-014
Acting Library Manager/CEO Report - March 2017

Purpose

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

Recommendation

That the Library Board approve the recommendation in Report PPL17-014 dated March 28, 2017, of the acting Library Manager/CEO as follows:

That Report PPL17-014 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

Staffing updates

One of our part-time library technicians submitted their resignation as they were offered a permanent position at the Lakefield Public Library. We have been able to fill the

vacancy with an internal candidate.

Joseph Fortin is the successful candidate for the temporary Assistant Clerical Supervisor position, which runs until June 30, 2017.

In February, morning all staff mini meetings were introduced. They seem to be going well thus far. Not all staff can attend, but there are short summary notes sent out via email after each meeting to all staff. General topics discussed are a catch up on housekeeping details, renovation updates, staffing news, changes to procedures, upcoming programs during the next week, community events, etc. All staff in attendance are invited to share their thoughts or any information they have that might be relevant to the library.

Collections

Hoopla has been a wonderful success thus far. The information services staff have been trained on its use and there seems to be an excellent uptake from the community.

The Collections Development Librarian has been training staff on the use of *CollectionHQ* for overall collection maintenance. Weeding processes are being streamlined and we now have much better data to work with for ordering new titles.

Top 10 in the Print Adult Collection 2016 (Peterborough)		Top 10 in the Print Adult Collection 2016 (Eastern Canada)	
Grisham, John	Rogue Lawyer	Hawkins, Paula	The Girl on the Train
Connelly, Michael	The crossing : a novel	Grisham, John	Rogue Lawyer
Hawkins, Paula	The Girl on the Train	Hannah, Kristin	The Nightingale
Child, Lee	Make Me 20	Grisham, John	Gray Mountain
Baldacci, David	Memory Man	Child, Lee	Make Me 20
Karp, Marshall; Patterson, James	NYPD Red 4	Sweeney, Cynthia D'Aprix	The Nest
Penny, Louise	The nature of the beast	Roberts, Nora	The obsession
Ellis, David; Patterson, James	Murder House	Hill, Lawrence	The Illegal
Patterson, James	Cross Justice	Baldacci, David	The Last Mile
Roberts, Nora	The liar	Morton, Kate	The lake house

Trent Talk

The Acting Library Manager/CEO and the Marketing and Communications Coordinator were invited to speak with the staff at the Bata Library at Trent about our experiences with moving the library. They are also preparing for a move and a renovation and

wanted some first hand experience. It was a great opportunity for us to re-examine what went well (and what did not) before we prepare to move back to Aylmer St. The talk seemed to be well received and appreciated by the staff at Bata.

Headsets

Staff are investigating the possibility of purchasing headsets to help with communication throughout the library. There will be a lot more ground to cover in the new space and this will be a great way to enhance and improve customer service. We believe it will also assist in safety and security measures.

Library Tours

Two large ESL groups from the LINC program at Fleming came in for tours of the library. These classes have more than doubled in size in the last year, and almost everyone who was a part of the tour signed up for a library card before leaving. We were able to highlight our new Arabic collection, as well as our growing ESL section. Participants were eager to explore our online resources, particularly *Transparent Language* and *Library Press Display* which has hundreds of newspapers and magazines from countries around the world. We were also able to highlight the multilingual interface and keyboard inputs on our public internet computers.

There was also a tour for a K-1 class with 25 kids held on February 9th, 2017.

Programs & Statistics

In February, the Library held:

- 3 x Baby & Me, with 64 participants
- 4 x Lego Club, with 67 participants
- 4 x Drop-in Storytime, with 92 participants
- 1 x Family Storytime, with 4 participants
- 4 x Toddler Time, with 67 participants
- 1 x Kids Book Club, with 5 participants
- 1 x Adult Book Club, with 20 participants
- 3 x Parent/Child Mother Goose, with 76 participants (in partnership with the New Canadians Centre)

Interlibrary Loans transactions = 422

Book-a-Librarian appointments = 9

Library Tours = 3

Reference questions = 2,737

Number of people through the door in February = 18,811

Title records loaded by technical services staff = 690

Electronic title records loaded by technical services staff = 15,831

Spotted playing Board Games = 6 people

Social Media Statistics:

	Website	Facebook	Twitter	Instagram	Pinterest
Visits	21,026	105	477		265
Last Month	24,206	94	747	604	584
New Followers	13,519	14	33	366 followers	N/A
Last Month	8,963	26	39	25	N/A
Engagement	N/A	1,734	24,700	N/A	11
Last Month	N/A	954	19,100	N/A	14

In the news:

Examiner:

<http://www.thepeterboroughexaminer.com/2017/02/02/peterborough-public-library-naming-rights-up-for-grabs>

Submitted by,

Jennifer Jones

Contact Name:

Jennifer Jones, Acting Library Manager/CEO

Phone: 705- 745-5382 Ext.2370

E-Mail: jjones@peterborough.ca