



Peterborough Public Library

To: Library Board of Trustees

From: Jennifer Jones, Library CEO

Meeting Date: December 11, 2018

Subject: Report PPL18-064
Library CEO Report December 2018

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 PPL18-064 dated December 11, 2018, of the Library CEO as follows:

That Report PPL18-064 be received for information.

Budget and Financial Implications

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

Background

Café

The RFP for the Library Café was released on Bids&tenders in accordance with the purchasing by-law on Friday November 30, 2018. This is a joint venture between the Peterborough Sport & Wellness Centre and the Library. There will be a mandatory site visit at both locations for any potential bidders on December 12, 2018. RFP closing date is January 10, 2019 at 3:00 p.m.

Training

Supervisors attended a full day work shop on November 7, 2018 entitled “Becoming a more effective supervisor.” From the course description:

Almost 50% of employees are disengaged in many of today's businesses. That increases the risk of productivity losses, safety issues, quality slippage and especially job satisfaction. Studies indicate that the most important influence on daily engagement is that of a front-line supervisor. This session will help you to recognize the importance of being a more positive model as a supervisor or leader in order to have more engaged and productive team members.

Supervisors gained an understanding of different behaviours and motivators, key factors that keep staff engaged and productive, knowledge about adapting to different personality styles, effective communication techniques, and some basic individual improvement strategies. It was also a good team building opportunity for the supervisors to spend the day together learning.

DS4Y Intern

The library was notified that it is a successful recipient of the Digital Skills for Youth (DS4Y) grant to hire an intern. Staff will work with City Human Resources to get the posting out shortly with the hopes of meeting a January 2019 start date deadline.

Library Commons

The completion of the Library Commons next door to the library will be delayed until the spring as a result of the weather. The installation of the public art piece was also delayed as a result.

Accessibility

There have been some accessibility related concerns raised with the main branch and staff are working to address them. Many of the issues are related to the lack of contrasting colours in the building and at entrance/exit points. A secondary vision strip has been ordered and will be installed on the windows, branding elements will be added to the elevators, signage enhancements will provide more independent use, planters are being installed at the main entrance, and a vinyl strip will be added to the security gates to aid visibility.

There has also been a request for arm rests on the benches in the lobby. These will provide a leverage point for anyone who needs assistance rising from a seated position.

Programs & Statistics

Use of the children's toy area, maker boxes (34 uses) and board games (22 uses) continue to be popular.

The Healthy Families Committee presented a talk on Self-Regulation by Brian Russell the Provincial Coordinator of Dad Central Ontario. There were 60 people, a mix of parents and professionals, who turned out to hear him speak.

Children's Programs offered in November:

3 x Story Times = 117 participants
5 x Baby & Me= 132 participants
4 x Toddler Times = 73 participants
2 x Picture Book Crafternoons = 17 participants
1 x Tween The Pages Book Club = 9 participants
2 x Learn to Play Chess = 21 participants
1 x Everyone plays chess = 15 participants
1 x Drop in Lego = 56 participants
1 x Drop in Lego = 56 participants
1 x P.D. Day drop in board games = 31 participants
1 x Bedtime with Santa (Lansdowne Mall) = 100 participants
1 x Class Tour = 28
1 x PJ story time = 35

Submitted by,

Jennifer Jones
Library CEO

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