

MINUTES OF THE MEETING OF THE SOUTH SHORE REGIONAL LIBRARY,
MAY 16, 2006, BRIDGEWATER LIBRARY, 6:00 P.M.

Those present: Mr. Don Zwicker, Chair
 Mrs. Marie Hogan Loker, Vice Chair
 Councillor Beverlee Brown
 Mrs. Cynthia Bruhm
 Ms. Amanda Dexter
 Ms. Clara Dugas
 Ms. Tina Hennigar
 Councillor Wayne Henley
 Councillor Robert Myra
 Mr. Tom Sheppard
 Mr. Alan Wilson
 Mrs. Wilma Stewart-White
 Ms. Janet Clark, Secretary/Treasurer
 Ms. Cathy MacDonald, Mobile/Technical Services Librarian
 Mr. Jeff Mercer, Branch/Extension/Systems Librarian
 Mrs. Lynn Robart, Recorder

Councillor Karen Dempsey, Councillor Heather Anne Getson and Ms. Debra MacLean were unable to attend.

Mayor Carroll Publicover had been asked to attend but had a prior commitment and sent his regrets. He said he would be happy to come another time.

MINUTES

Motion: “THAT the South Shore Regional Library approve the minutes of April 18, 2006 with corrections to the Motion regarding the Mobile Branch .”

SHEPPARD/Bruhm All in favour. Motion carried.

Chief Librarian Janet Clark introduced Wanda Kushner as the Library Assistant for the Bridgewater Library. Wanda has been with the Library for 30 years; she does everything from plunging toilets to supervising and scheduling four staff, plus another Library Assistant for a few hours a week and a student shelver. Day to day duties include making sure the Branch opens and closes on time and minor trouble-shooting with the public access and staff computers. Wanda works mostly upstairs unless there is a deluge of patrons at the circulation desk downstairs. Her area of emphasis is reference questions and requests. Wanda doesn't like to see people leave the library without something to meet their need. She tries to encourage people to use the catalogue and tries to “empower” them by showing them how to access their own records, place holds etc. Some people will never want to do searching and place holds for themselves. Wanda said staff tries to make sure all users have cards to reflect our true numbers of users.

Sometimes people want to have a family card so that Mom can see what everyone borrows and not have to track everyone's card. Wanda also does monthly reports, keeps track of attendance at programs and helps plan and brainstorm for upcoming programs. She keeps track of bookings for public computers in thirty minute allotments. Wanda also reports building problems to the Town of Bridgewater; Fred Jeffers is her main contact and he has been very cooperative and helpful. Wanda maintains the collection at Bridgewater Library; she "weeds" fiction and non-fiction from Bridgewater Library to make shelf room in for material, chooses material from items weeded from other service points to go on the shelves, reads and marks reviews and lets Cathy know when we need updates in a particular subject – an ongoing job. Mr. Alan Wilson suggested that registration forms could include a space to indicate how many users are represented by one card. Wanda and Jeff Mercer said that would have to be a change made in the provincial system; they could pass the idea up the line. Councillor Brown said she appreciates how busy Wanda is and enjoys reading her monthly reports, please keep them coming. Chair Zwicker thanked Wanda for coming to the Meeting.

BUSINESS ARISING FROM THE MINUTES

.01 Update – new Bridgewater Library

Chair Don Zwicker reported that there is another party interested in the Canadian Tire building and it seems fairly certain that this party will proceed with the purchase. The Library investigation is on hold. Mr. Wilson said we should be actively seeking other possibilities, including looking into the Sobey's property on Dominion Street. Councillor Brown agreed that we should move on. Cathy MacDonald asked whether Canadian Tire Realty had been contacted to confirm this development. Councillor Zwicker said when he contacted Joan from Canadian Tire Realty she said there were a number of interested parties.

.02 Council and MLA presentations

Janet Clark said that Jeff Mercer, Cathy MacDonald, Marie Hogan Loker and Teresa Workman are preparing a presentation for our Municipal Councils and for MLAs after the election.

.03 Culture/Craft Library

Tom Sheppard reported that Marcel [Lastname ?] from the Department of Culture had enthusiastically mentioned establishing a resource library for artists, craftspeople, and artisans in the new Bridgewater Library. It would serve the entire province. Some years ago a library serving the same purpose, located in the Department of Culture in Halifax, was dismantled and its collection dispersed – some items went to the NS College of Art and Design and Regional Libraries

received some. Those who had used that library still miss it. Janet Clark and Marie Hogan Loker had talked about the idea of putting such a library in Bridgewater with one of the Friends of the Library. The Library likes this idea too; there would be lots of users in our Region. We would have to research the amount of space it would require, how much it would cost to establish and maintain the collection, and how much staffing expertise would be needed. Then perhaps we could negotiate with the Department of Culture for support for the project.

.04 No News Is Bad News Book Launch

Tina Henningar reported on the recent book launch of Marg Hennigar's (her mother-in law) book, *No News is Bad News*, on May 3rd. Jeff and Janet attended. Our own Crystal Madill read the story to a Grade 4 class. Lighthouse Publishing donated five English copies and one French copy to the Library. Local schools also received copies. Tina reported that other community newspapers, which can insert the name of their paper, have picked up the book. The book's illustrations show Tina as the Mom.

.05 Provincial Library Round Table

Janet Clark reported on the Provincial Library Round Table Session at the NS Community College Lunenburg Campus in Bridgewater on April 19th. Approximately twenty-seven people came and represented a good mix of people – seniors, researchers, a teen, a municipal councillor. Provincial Librarian Jennifer Evans said copies of the report will be available in June. Marie Hogan Loker said she was most impressed with what she heard.

ITEMS RECEIVED

.01 Eastern Counties Regional Library

Janet Clark read two letters from Eastern Counties; one to Honourable Jamie Muir, Minister of Education and one to Premier Rodney MacDonald regarding the "extra" \$1 million recently given to public libraries in NS.

Further to that there was general discussion about the 2006-2007 budget. As presented but not passed in the Legislature, the Budget shows no increase in the amounts for Regional Libraries. Last year we received \$836,300 which included a \$54,000 "pre-payment"; figures for this year show our base amount as \$781,900 plus our share of the million, \$72,600, for a total of \$854,500. The \$72,600 will cover our deficit for 2005-2006, which results partly from the way the pre-payment was handled. So South Shore has less to operate on for 2006-2007.

The Finance Committee will meet in the near future to discuss the 2006-2007 budget.

Motion: "THAT the South Shore Regional Library Board write a letter to the Premier and to all provincial candidates regarding the lack of funding for the libraries in this year's budget. Don Zwicker, Marie Hogan Loker and Janet Clark will prepare the letter."

SHEPAPRD/Hogan Loker All in favour. Motion carried.

Mr. Tom Sheppard left the meeting at this time.

PUBLIC RELATIONS (see attached)

Janet added that Peggie Graham and the Friends of the Library looked after the Book Sale – unpacking books and stocking tables and clearing up. A group of Boy Scouts helped with clearing up as well. The Friends organized a Café of a few tables offering for sale coffee, water, juice and sweets. It was a success.

4TH QUARTER VEHICLE REPORT

Fourth quarter vehicle report was circulated with the Notice of Meeting. Cathy MacDonald added that the both vehicles are fatigued and in the last two weeks, Mobile 2 has cost about \$4,700 and Mobile 1, \$4,000. Cathy and Dave White have begun work researching info for a new vehicle; the Board asked Cathy to have some figures and details for the June meeting. Cathy added that we now have a signed agreement with the Town of Bridgewater to obtain fuel from them but the training for using the pumps has not taken place. Councillor Brown will contact Town employee Philip Oakes to see if this can be set up asap.

Motion: "THAT the South Shore Regional Library Board receive the 4th Quarter Vehicle Report as circulated."

MYRA/Henley All in favour. Motion carried.

CHEQUES ISSUED APRIL 2006

Motion: "THAT the Library Board accept the list of cheques issued in March totaling \$71,934.87 as circulated."

HENLEY/ Bruhm All in favour. Motion carried.

LBANS REPORT

Marie Hogan Loker read a draft copy of a letter that LBANS is planning to send to the Minister of Education regarding funding for Libraries. One part of the letter states that Public libraries have had increased responsibilities and demands but the per capita rate has increased only \$1 from 2000 to 2005. Copies of this letter will be sent to the Board.

OTHER

- ✓ Janet Clark showed off the new Library bags, which can be bought for \$10. They are also used for speaker gifts and door prizes at displays.
- ✓ Wilma Stewart White informed the board of a book launch on May 27 at the Mahone Bay Centre – invitation and more information will follow. The book is one of the Nimbus series of local histories, this one co-authored by Wilma.
- ✓ Janet Clark informed the Board that Patrice d'Entremont will be returning as Lunenburg Library Assistant on June 1st after long-term leave in England. Nilanjana Das has been working in Patrice's position and has done an excellent job. We will be sorry not to keep her on permanent staff but she will do substitute work for the Library.

STAFF ASSOCIATION

Jeff Mercer representing the Staff Association said that the Staff share concerns over the budget situation but hope that the cost-of-living increase to our pay rates will be possible. Jeff also requested the purchase of air conditioners for the middle room at Headquarters. Janet Clark said that the Staff Association had written a letter to her requesting the air conditioners and providing information on what is needed and the cost, about \$1,000. Janet wants to go ahead with the air conditioners, as long as our budget will accommodate it.

Chair Don Zwicker said that both items would be discussed at budget deliberations.

DATE, TIME AND PLACE OF NEXT MEETING

The next meeting will be June 20, 2006 starting at 6:30 p.m. with the Service Recognition followed by the Annual Meeting at 7:30 and then the General meeting.

ADJOURNMENT

Councillor Brown moved that the meeting be adjourned.

Don Zwicker, Chair

H.M. Janet Clark, Secretary/Treasurer

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Public Relations Report to the Board

May 2006

Fundraising

The Library Book Sale on the weekend was a success. Approximately \$4,000 will be added to the book budget.

Peggie successfully applied for \$2,500 in funding from the Gift of Words Funding Program. The grants are facilitated by ABC Read Canada and are sponsored this year by the Starbucks Coffee Chain. The grant is for a Reading Circle at the Bridgewater Library. \$1,000 of the funds will be spent on new children's picture books, the remainder will provide craft supplies, author readings, puppets, literacy games, storyboards and computer reading programs as per the ABC Canada agreement. Both Heather's Thursday afternoon storytime and Crystal's Friday afternoon story and craft hour will benefit.

High Liner Foods donated \$500 to purchase new books for the Lunenburg Library. We've received \$750 in memorial donations in honour of Ernest Beck and Joyce McCoombs, two dedicated borrowers who passed away recently.

Peggie and Teresa attended the annual AFP (Association of Fundraising Professionals) Conference in Halifax on April 19 & 20. Conference sessions ranged from basic to complex and included a session on the challenges and opportunities of rural fundraising. This panel discussion included a presentation by Peggie on our own Library circumstances and was well received by the approximately 75/25%(urban/rural) mix of fundraisers. In addition to being motivated by networking with the other conference participants, we both agree that the 'cookie cutter' approach seems to work well for many organizations from the small (autism - \$75,000) to the very large (QEII Foundation - \$42 million). The fact that 80% of the donations come from individual donors remains consistent throughout these organizations.

The Friends of the Library sold tickets on a basket of wooden treasures - bowls hand-turned by Mahone Bay Dr. Andrew Watson and a whirl-i-gig created by Wayne Mosher of Dublin Shore - during March and April. A basket of Berenstain bears completes the prizes. \$750 was raised by the friends. The winners of the bears are Mr. and Mrs. Walter, Donna Glencross won the bowls and Lezlee Morgan won the whirl-i-gig.

Programming

Programming efforts are geared to developing the upcoming Summer Reading Program. For a small donation BCLA (British Columbia Library Association) have given us their unused materials for “Undercover Reader”, a spy themed program they used in 2005. Kids who enter can complete seven missions, each requiring the participant to read three books. Kids who read 21 books and complete the program will receive their very own secret agent spy card. A variety of incentive prizes will be awarded as kids reach the 7, and 14 book levels. Each child who completes the program will have their name entered in a draw for one of five ‘spy kits’ at the end of the summer.

Kids can also enter ‘Spy School’ at a variety of locations throughout the summer. At ‘Spy School’ kids will work on a variety of spy projects, including coding, disguise, secret messages, spying/observing and spy gadgets and will have the opportunity to read ‘spy’ stories. School will be offered in Bridgewater, Liverpool and Lunenburg libraries, as well as a variety of rural areas traditionally served by the Mobiles, including Caledonia, Blandford, New Ross, Mahone Bay, etc.

Annual Report

It’s time again for the PR Dept. to sift through Library statistics, accomplishments, and trials & tribulations, choose the highlights and polish them into a readable report that summarizes the Library’s story. The report will likely be the basis of our annual visit to Councils. Early reports indicate that we had a banner year in programming - 397 programs attracted 7,516 people! That’s up from 165 programs (4,133 people) in 2004/05.

Respectfully Submitted,
Teresa Workman
Public Relations Coordinator