



**THE CORPORATION OF THE TOWN OF GEORGINA
GEORGINA PUBLIC LIBRARY BOARD
AGENDA**

Wednesday, December 14, 2017
5:00 PM
Peter Gzowski (Sutton)

1. CALL TO ORDER
2. ROLL CALL
3. ANNOUNCEMENTS
4. INTRODUCTION OF ADDENDUM ITEMS
5. APPROVAL OF AGENDA
6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF
7. ADOPTION OF MINUTES
 - (1) **Pages 1 - 5**
Minutes of the meeting held on Thursday, November 16, 2017.
8. DELEGATIONS/SPEAKERS
9. PRESENTATIONS
10. CONSIDERATION OF REPORTS ON THE AGENDA
 - (1) **Page 6 - 7**
Monthly Circulation Stats
 - (2) **Page 8 - 11**
Monthly Financial Statements
 - (3) **Page 12**
Website Statistics
 - (4) **Pages 13 - 15**
Branches Report
11. COMMUNICATIONS

- (1) Old Business
- (2) 2018 OLA SuperConference
- (3) 2018 Library Budget Update
- (4) CEO Update – Verbal

Pages 16 - 17

- (5) Library Square could become Aurora's next community hub as designs unveiled (news article)
- (6) The Real Estate Magazine Display – review of consideration as per Jan. 2017 minutes. (**Resolution No. GLB-2017-0008**)

Pages 18 - 35

- (7) OLA/FOPL – Library Day 2017
- (8) Friends of the Library (FOL) Update – Verbal – B. Sabatini
- (9) SOLS Trustee Council Update – Verbal – S. Leeming
- (10) Dates to remember:
 - Town Council 2018 Budget Review – Jan 23-24, 2018
 - OLA SuperConference - Jan 31 to Feb 3, 2018
 - SOLS Trustee Council Area #5 Meeting – April 14, 2018

12. CLOSED SESSION

13. MOTION TO ADJOURN

- (1) Next Meeting: Thursday, January 18, 2018

Time: 7:00 PM Location: Keswick Branch

Note: The Library Board's Christmas Dinner will be held following the meeting at Jackson's Place Restaurant in Jackson's Point.

**THE CORPORATION OF THE TOWN OF GEORGINA
GEORGINA PUBLIC LIBRARY BOARD
MINUTES**

Thursday, November 16, 2017
7:00 PM
Keswick

1. CALL TO ORDER

The meeting was called to order at 7:02 PM.

2. ROLL CALL

The following Board members were present:

Suzette Leeming, Chair

Bobbi Sabatini, Vice Chair

Naomi Davison, Regional Councillor (arrived at 7:11 PM)

Charlene Biggerstaff, Councillor

Mary Catherine Macaluso

Lori Anderson

Rita Beechey

Jordan Donald

Gabriel (Sam) Kennedy

The following Board members were absent with notice:

Liz Roach

The following staff members were in attendance:

David Harvie, Director of Library Service/CEO

Sarah Brislin, Committee Services Coordinator

CUPE observer in attendance:

Kathy Coates, CUPE Representative

3. ANNOUNCEMENTS - *None*

4. INTRODUCTION OF ADDENDUM ITEMS

(1) Revised financial statement

5. APPROVAL OF AGENDA

Moved by Mary Catherine Macaluso, Seconded by Jordan Donald

RESOLUTION NO. GLB-2017-0095

That the Georgina Public Library Board Agenda of November 16, 2017, be approved.

Carried.

6. DECLARATIONS OF PECUNIARY INTEREST AND GENERAL NATURE THEREOF – *None*

7. ADOPTION OF MINUTES

(1) Minutes of the meeting held on Wednesday, October 17, 2017.

The Board noted errors on Page 1 (the spelling of Lindsay) and page 4 should read they are interested instead of there.

Moved by Lori Anderson, Seconded by Bobbi Sabatini

RESOLUTION NO. GLB-2017-0096

That the Georgina Public Library Board adopt the meeting minutes of October 18, 2017, as amended.

Carried.

8. DELEGATIONS/SPEAKERS

9. PRESENTATIONS

(1) Introduction of New Staff Ms. Kate Gibson – Branch Librarian – Sutton Branch

David Harvie, CEO, introduced Kate Gibson the new Sutton Branch Librarian. Kate provided the Board with an overview of her experience. The Board members introduced themselves.

10. CONSIDERATION OF REPORTS ON THE AGENDA

(1) Monthly Circulation Stats

(2) Monthly Financial Statements

David Harvie asked if any members of the Board would like to go to OLA super-conference. He asked them to notify him if they want to attend and which day.

(3) Website Statistics

(4) Branches Report

Moved by Regional Councillor Naomi Davison, Seconded by Jordan Donald

RESOLUTION NO. GLB-2017-0097

That the Georgina Public Library Board receive the following Communication items:

1. Monthly Circulation Stats
2. Monthly Financial Statements
3. Website Statistics
4. Branches Report

Carried.

11. COMMUNICATIONS

- (1) Old Business
 - (A) 2018 Library Budget

The Board was provided a summary of the 2017 budget and the proposed 2018 budget.

Moved by Mary Catherine Macaluso, Sam Kennedy

RESOLUTION NO. GLB-2017-0098

That the Georgina Public Library Board endorse the draft budget as presented.

Carried.

- (B) Fundraising & Sponsorship Policy Review (pages 15 – 17)

Moved by Bobbi Sabatini, Seconded by Mary Catherine Macaluso

RESOLUTION NO. GLB-2017-0099

That the Georgina Public Library Board approve the Fundraising/Sponsorship Policy.

Carried.

(2) CEO Update – Verbal

(A) Service Recognition Awards for Library Staff

It was noted that 3 staff were recognized for Town staff service awards for 15, 25 and 35 years of service.

Moved by Sam Kennedy, Seconded by Lori Anderson

RESOLUTION NO. GLB-2017-0100

That the Georgina Public Library Board receive the CEO verbal update.

Carried.

(3) Letter from Federation of Ontario Libraries (FOPL)

The Board was advised the membership would be renewed for 2018.

Moved by Councillor Charlene Biggerstaff, Seconded by Rita Beechey

RESOLUTION NO. GLB-2017-0101

That the Georgina Public Library Board receive the Letter from Federation of Ontario Libraries (FOPL)

Carried.

(4) New Support for Hundreds of Libraries Across Ontario

Moved by Jordan Donald, Councillor Charlene Biggerstaff

RESOLUTION NO. GLB-2017-0102

That the Georgina Public Library Board receive the New Support for Hundreds of Libraries across Ontario

Carried.

(5) Friends of the Library (FOL) Update – Verbal

Bobbi Sabatini provided updates regarding the upcoming Victorian Tea party – tickets are sold out.

Moved by Mary Catherine Macaluso, Seconded by Lori Anderson

RESOLUTION NO. GLB-2017-0103

That the Georgina Public Library Board receive the Friends of the Library (FOL) verbal update.

Carried.

(6) Dates to remember:

- (A) November 18th – SOLS Trustee Council Area Meeting (in Richmond Hill)
- (B) November 19th – Friends of the Library – Victorian High Tea
- (C) December 7th – Author Reading - A. Sawan – Al-Shabah: An Assassin's Story. – Keswick Branch – 7:00 p.m.
- (D) December 14th – Library Board Christmas Dinner – 6:30 at Jackson's Place Restaurant (21090 Dalton Road)
- (E) 2018 Town Budget Public Consultations
 - 1. November 18th – 10:30-12:30 p.m. – Keswick Branch
 - 2. November 25th – 12 noon to 2 p.m. – Sutton Branch
 - 3. December 2nd – 12 noon to 2 p.m. – Pefferlaw Branch

12. CLOSED SESSION - *None*

13. MOTION TO ADJOURN

(1) Next Meeting: Thursday, December 14, 2017

Time: 5:00 PM Location: Sutton Branch

Moved by Regional Councillor Naomi Davison, Seconded by Bobbi Sabatini

RESOLUTION NO. GLB-2017-0104

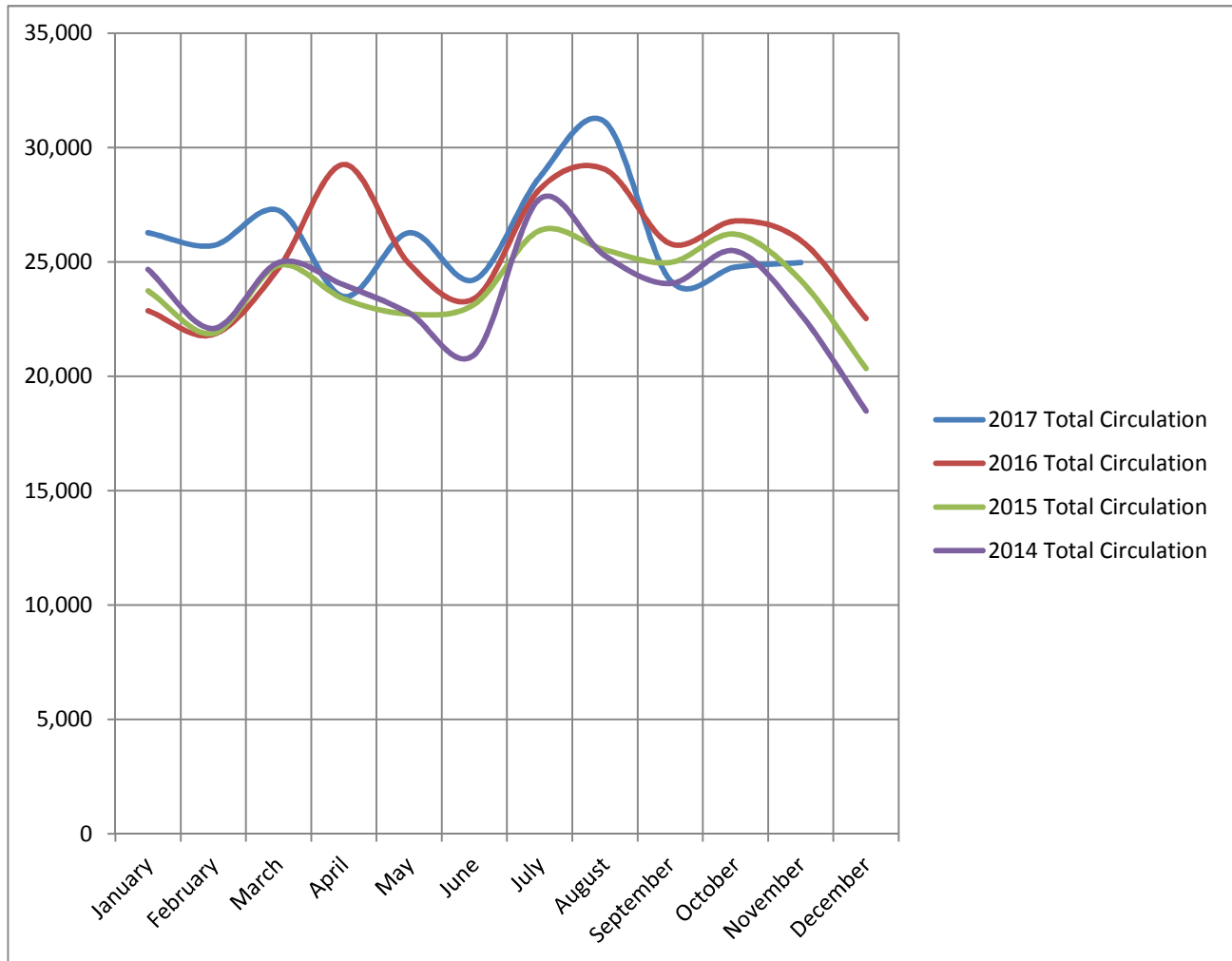
That the Georgina Public Library Board November 16, 2017, meeting adjourn at 8:58 PM.

Carried.

Suzette Leeming, Chair

Sarah Brislin, Committee Services
Coordinator

2014 - 17 Annual Total Circulation By Month Comparison



Georgina Public Libraries Circulation & Active User Statistics

2017

Date	Keswick	Sutton	Pefferlaw	E-Books	Total	Active Members	Notes
January	14,246	6,496	1,793	3,738	26,273	14,230	eBooks does not include missing hoopla stats
February	13,758	6,685	1,657	3,617	25,717	14,535	
March	15,585	6,644	1,804	3,213	27,246	14,809	March Break
April	13,150	5,874	1,778	2,683	23,485	13,968	Note - Easter closure, only open 24 days
May	14,340	7,335	1,899	2,699	26,273	13,967	
June	14,530	4,835	2,018	2,838	24,221	14,166	SN circ decline due to no school CKOs
July	18,729	4,951	2,150	2,873	28,703	13,617	SRC began and impacted CKOs positively
August	19,236	5,709	2,401	2,654	31,113	13,685	
September	14,344	5,550	1,852	2,445	24,191	13,656	
October	13,610	6,783	1,918	2,462	24,773	13,659	
November	14,274	6,979	1,673	2,041	24,967	13,615	
December							
TOTALS	165,802	67,841	20,943	31,263	286,962		
Averages	15,073	6,167	1,904	2,842	26,087	13,992	

2016

Date	Keswick	Sutton	Pefferlaw	E-Books	Total	Active Members	Notes
January	12,636	5,660	1,308	3,257	22,861	14,587	
February	12,024	5,297	1,306	3,202	21,829	14,548	
March	14,342	5,680	1,622	3,076	24,720	14,503	
April	13,711	5,522	1,634	8,391	29,258	14,463	big push on Tumblebooks through school board
May	12,738	5,692	1,634	4,857	24,921	14,429	
June	14,265	4,753	1,644	2,739	23,401	14,457	
July	18,437	5,177	1,844	2,720	28,178	14,524	no Tumblebks July/Aug - querying vendor
August	18,525	5,601	2,085	2,830	29,041	14,453	
September	15,110	6,249	1,732	2,700	25,791	14,417	
October	14,694	7,595	1,854	2,644	26,787	14,364	
November	14,270	7,291	1,605	2,767	25,933	14,256	
December	12,558	4,995	1,572	3,397	22,522	14,175	
TOTALS	173,310	69,512	19,840	42,580	305,242		
Averages	14,443	5,793	1,653	3,548	25,437	14,431	

2015

Date	Keswick	Sutton	Pefferlaw	E-Books	Total	Active Members	Notes
January	12,118	7,165	1,674	2,780	23,737	14,991	added in Zinio magazine circs
February	11,315	6,639	1,392	2,524	21,870	14,913	
March	12,601	7,673	1,931	2,639	24,844	14,925	
April	11,180	7,513	1,659	3,029	23,381	14,825	
May	11,420	6,903	1,708	2,689	22,720	14,788	
June	12,526	5,843	1,821	2,960	23,150	14,862	
July	15,209	6,393	1,845	2,921	26,368	14,944	
August	14,758	6,478	1,773	2,515	25,524	14,775	
September	13,028	6,812	1,739	3,396	24,975	14,751	added Hoopla
October	12,306	7,479	1,596	4,830	26,211	14,719	
November	10,972	7,000	1,402	4,812	24,186	14,639	
December	10,585	5,426	1,417	2,911	20,339	14,561	
TOTALS	148,018	81,324	19,957	38,006	287,305		
Averages	12,335	6,777	1,663	3,167	23,942	14,808	

2014

Date	Keswick	Sutton	Pefferlaw	E-Books	Total	Active Members	Notes
January	12,776	7,851	1,737	2,307	24,671	15,064	
February	11,548	6,671	1,503	2,366	22,088	15,022	
March	13,365	7,627	1,728	2,251	24,971	14,992	
April	12,279	7,704	1,830	2,176	23,989	14,917	
May	11,470	7,133	1,880	2,274	22,757	14,952	
June	11,512	5,816	1,673	1,946	20,947	14,974	
July	16,491	7,368	2,198	1,693	27,750	15,105	
August	14,469	7,011	2,086	1,701	25,267	15,010	
September	12,956	7,306	1,535	2,256	24,053	15,043	
October	13,313	8,195	1,691	2,275	25,474	15,047	
November	12,018	7,214	1,415	2,057	22,704	15,018	
December	9,623	5,352	1,378	2,126	18,479	14,937	
TOTALS	151,820	85,248	20,654	25,428	283,150		
Averages	12,652	7,104	1,721	2,119	23,596	15,007	

GEORGINA PUBLIC LIBRARY SYSTEM FINANCIAL STATEMENTS

FOR THE PERIOD ENDED NOVEMBER, 2017

	2017 ACTUAL	2017 BUDGET	% TO DATE	TARGET TO DATE	EXPLANATION
REVENUES FROM SERVICES					
Fines	23,374	27,100	86.3%	92.0%	
Room rentals	8,311	10,100	82.3%	92.0%	
Program registrations	4,053	5,500	73.7%	92.0%	
Photocopier revenue	8,525	6,800	125.4%	92.0%	
Miscellaneous fees	2,762	3,100	89.1%	92.0%	
Sale of books	2,143	2,400	89.3%	92.0%	
Purchase of services	58,500	58,500	100.0%	92.0%	
TOTALS	107,669	113,500	94.9%	92.0%	
DONATIONS					
Donations	3,038	1,800	168.8%	92.0%	
TOTALS	3,038	1,800	168.8%	92.0%	
GRANTS					
Provincial per capita	57,592	62,600	92.0%	92.0%	
Municipal grant	1,980,824	2,153,070	92.0%	92.0%	
Miscellaneous Grants	4,150	5,080	81.7%	92.0%	
TOTALS	2,042,566	2,220,750	92.0%	92.0%	
TOTALS	2,153,273	2,336,050	92.2%	92.0%	
Surplus (deficit)	122,444				

GEORGINA PUBLIC LIBRARY SYSTEM

FOR THE PERIOD ENDED NOVEMBER, 2017

	2017 ACTUAL	2017 BUDGET	% TO DATE	TARGET TO DATE	EXPLANATION
CORE PROGRAMME					
Salaries and benefits	1,416,731	1,579,300	89.7%	92.0%	ppe 11/24
Library collection	185,754	197,300	94.1%	92.0%	
Library programs	3,152	4,000	78.8%	92.0%	
TOTALS	1,605,637	1,780,600	90.2%	92.0%	
DEVELOPMENT AND SUPPORT OF CORE PROGRAM					
Travel expense	2,229	4,000	55.7%	92.0%	
Professional Development	4,661	18,800	24.8%	92.0%	
Automation	23,061	34,000	67.8%	92.0%	
Internet	4,794	4,900	97.8%	92.0%	
Freight charges	1,487	2,000	74.3%	92.0%	
Memberships	2,297	2,550	90.1%	92.0%	
Honorariums	80	3,500	2.3%	92.0%	
Volunteer appreciation	775	500	155.0%	92.0%	
Advertising	1,385	4,000	34.6%	92.0%	
TOTALS	40,769	74,250	54.9%	92.0%	
OCCUPANCY COSTS					
Cleaning service	55,656	63,000	88.3%	92.0%	
Hydro	61,193	67,500	90.7%	92.0%	
Building shared costs	7,175	69,000	10.4%	92.0%	
Building repairs & maintenance	16,229	15,500	104.7%	92.0%	
Internal maintenance	-	2,000	0.0%	92.0%	transfer not completed
Telephone	9,503	10,500	90.5%	92.0%	
Library photocopying	11,501	11,500	100.0%	92.0%	
Insurance	19,900	19,900	100.0%	92.0%	
Heat	20,700	22,500	92.0%	92.0%	
Water and sewer	1,196	1,300	92.0%	92.0%	
Equipment repairs	2,323	3,500	66.4%	92.0%	
TOTALS	205,375	286,200	71.8%	92.0%	
FINANCIAL & OTHER COSTS					
Visa / debit charges	1,832	1,800	101.8%	92.0%	
Audit	4,048	4,400	92.0%	92.0%	
Library supplies	7,126	6,000	118.8%	92.0%	
Stationery and office supplies	5,758	6,500	88.6%	92.0%	
Postage	1,239	1,500	82.6%	92.0%	
Miscellaneous	74	300	24.8%	92.0%	
Small tools & equipment	1,190	3,000	39.7%	92.0%	
TOTALS	21,267	23,500	90.5%	92.0%	
RESERVES AND CAPITAL ITEMS					
Reserve for capital equipment	77,280	84,000	92.0%	92.0%	
Facility reserve	80,500	87,500	92.0%	92.0%	
TOTALS	157,780	171,500	92.0%	92.0%	
TOTALS	2,030,829	2,336,050	86.9%	92.0%	

**GEORGINA PUBLIC LIBRARY SYSTEM
FOR THE PERIOD ENDED NOVEMBER, 2017**

	2017 KESWICK	2017 SUTTON	2017 PEFFERLAW	2017 SUMMARY
REVENUES FROM SERVICES				
Fines	14,683.76	7,189.97	1,500.52	23,374.25
Room rentals	2,062.50	6,248.66		8,311.16
Program registration	3,362.30	565.70	125.00	4,053.00
Photocopier revenue	4,588.08	3,070.77	866.22	8,525.07
Miscellaneous fees	2,038.03	638.80	84.85	2,761.68
Sale of books	1,256.47	727.71	159.18	2,143.36
Purchase of services		58,500.00		58,500.00
TOTALS	27,991.14	76,941.61	2,735.77	107,668.52
DONATIONS				
Donations	2,925.06	113.25		3,038.31
TOTALS	2,925.06	113.25	0.00	3,038.31
TOTALS	30,916.20	77,054.86	2,735.77	110,706.83

**GEORGINA PUBLIC LIBRARY SYSTEM
FOR THE PERIOD ENDED NOVEMBER, 2017**

	2017 ADMIN.OVERHEAD	2017 KESWICK	2017 SUTTON	2017 PEFFERLAW	2017 SUMMARY
CORE PROGRAMME					
Salaries and benefits		857,888.67	429,567.73	129,274.76	1,416,731.16
Library collection		138,536.96	31,998.88	15,218.62	185,754.46
Library programs	3,151.59				3,151.59
TOTALS	3,151.59	996,425.63	461,566.61	144,493.38	1,605,637.21
DEVELOPMENT AND SUPPORT OF CORE PROGRAM					
Travel expense	2,229.27				2,229.27
Conference & conventions	4,661.16				4,661.16
Automation	23,060.68				23,060.68
Internet		2,662.76	1,091.16	1,039.71	4,793.63
Freight charges	1,486.92				1,486.92
Memberships	2,297.44				2,297.44
Honorariums	80.00				80.00
Volunteer appreciation	774.98				774.98
Advertising	1,385.30				1,385.30
TOTALS	35,975.75	2,662.76	1,091.16	1,039.71	40,769.38
OCCUPANCY COSTS					
Cleaning service		36,800.00	12,492.79	6,363.60	55,656.39
Hydro		53,360.00		7,833.08	61,193.08
Building shared costs		-	7,175.09		7,175.09
Building repairs & maintenance		5,680.97	2,175.22	8,372.38	16,228.57
Internal maintenance		-	-	-	-
Telephone		4,943.58	2,782.40	1,776.71	9,502.69
Library photocopying		5,690.14	2,825.21	2,985.41	11,500.76
Insurance	19,900.00				19,900.00
Heat		20,700.00			20,700.00
Water and sewer		1,196.00			1,196.00
Equipment repairs		1,172.61	381.60	768.63	2,322.84
TOTALS	19,900.00	129,543.30	27,832.31	28,099.81	205,375.42
FINANCIAL & OTHER COSTS					
Visa / debit charges		871.73	959.94		1,831.67
Audit	4,048.00				4,048.00
Library supplies	7,126.14				7,126.14
Stationery and office supplies	5,758.21				5,758.21
Postage	1,238.55				1,238.55
Miscellaneous	-	74.49			74.49
Small tools & equipment	1,190.07				1,190.07
TOTALS	19,360.97	946.22	959.94	-	21,267.13
RESERVES AND CAPITAL ITEMS					
Reserve for capital equipment	77,280.00				77,280.00
Facility reserve	80,500.00				80,500.00
TOTALS	157,780.00	-	-	-	157,780.00
TOTALS	236,168.31	1,129,577.91	491,450.02	173,632.90	

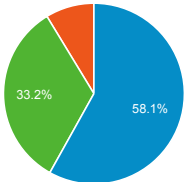
My Dashboard

Nov 1, 2017 - Nov 30, 2017

All Users
100.00% Sessions

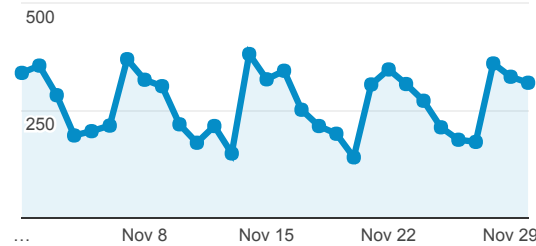
Visits by Traffic Type

direct organic referral



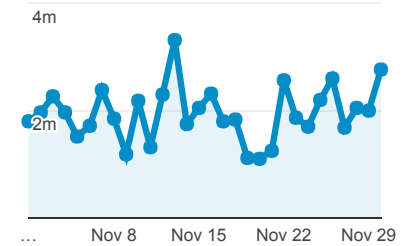
Visits

Sessions



Avg. Visit Duration

Avg. Session Duration



Visits and Pageviews by Mobile

Mobile (Including Tablet)	Sessions	Pageviews
No	4,680	8,179
Yes	3,331	4,603

Visits and Avg. Visit Duration by Country/Territory

Country	Sessions	Avg. Session Duration
Canada	7,799	00:01:59
United States	73	00:00:31
Colombia	62	00:00:06
China	22	00:00:10
United Kingdom	8	00:00:00
Philippines	8	00:02:41
Egypt	4	00:26:40
India	4	00:01:28
New Zealand	4	00:01:23
United Arab Emirat	3	00:00:00

Visits

8,011
% of Total: 100.00% (8,011)

Pageviews

12,782
% of Total: 100.00% (12,782)

Pages/Visit

1.60
Avg for View: 1.60 (0.00%)

Bounce Rate

61.62%
Avg for View: 61.62% (0.00%)

Avg. Visit Duration

00:01:58
Avg for View: 00:01:58 (0.00%)

% New Visits

45.72%
Avg for View: 45.72% (0.00%)



GEORGINA PUBLIC LIBRARY

Branch & Services Activity Report

November 2017

Community Connections

- The Annual Provincial Library Operating Grant (PLOG) totaling \$62,600 was transferred into the Library's Town account on November 1st.
- The Library hosted a number of 2018 Budget Consultation sessions for the Mayor and members of Town Council at our branches.
- The Library CEO attended a meeting of the Intentionally & Collaboratively – Connecting our Georgina Communities (ICCGC) group on November 9th to discuss how transportation issues created barriers to services for Georgina residents and possible remedies through collaborations and partnerships.
- The Library supported the Georgina Cares Charity Auction on November 25th. The Keswick Branch was used for the auction pick-up after the branch closed.
- Sutton Branch Library Technician Shelley Helleman received training from York Info 211 on November 21st to learn how to create and edit Georgina records in the community services database.
- The Friends of the Georgina Public Library held their annual Victorian High Tea Fundraising Event on November 19th at the De La Salle Hall.

Spaces

- Energy efficient LED lighting upgrades at the Sutton Branch began in November. There is a noticeable hum due to the new light's cooling fans. This issue is being investigated by the YCDSB and Town.
- The Sutton Branch Librarian and Library Director met with the Town Lawyer to discuss the Library – School Board Shared Facilities draft agreement on November 10th at the Gzowski Branch.
- The Gzowski Branch purchased a new Christmas tree and menorah for the branch through a donation by the Friends of the Library.
- The Gzowski Branch began on a trial basis to count the number of school children visiting the branch from Black River Public School and St. Bernadette's Catholic School. 1,014 visits were made during between November 13 and November 30. Since the beginning of the school year (Sept 5- to Nov. 30) over 4,682 items have been checked out by students.

People and Leadership

- Ms. Kate Gibson took up her new position as the Sutton Branch Librarian on November 2nd and Ms. Becky Stark started on November 16th as the Keswick/Pefferlaw Branch Librarian.
- The Library Staff XMAS Party is scheduled for December 9th at 6:00pm at the Keswick Branch.
- GPL hosted a regional Librarian Technicians' Symposium on November 20th at the Keswick Branch. Our Library Technicians Lindsay Damecour and Sherrey Helleman attended the meeting.
- Numerous Library Staff have attended the "Business as Unusual" training on change management provide by the Town.

Collections and Programs

- The Library CEO met with Mr. James Capson, Account Representative from the Library Services Center (LSC) on November 3rd to discuss what services LSC could provide to the Georgina Public Library.
- Interlibrary Loan (ILLO) Activity for November 2017: 111 items received, 274 items shipped.
- Ms. Ruth Berry, E-Services Technician and the Library Director participated in a web-ex session with e-Solutions on November 29th to review the Library's website and discuss possible improvements and new features.

Adult Programs – November 2017

Peter Gzowski (Sutton) Branch		
Date	Program Name	Participants
November 4, 11, 18, & 25	Purls & Chains Knitting Group	22
November 8	Sutton Book Club	7
November 23	Girl Guides Sutton	4
November 26	Scrabble	4
November 26	Wordsmiths of Georgina	4

Keswick Branch		
Date	Program Name	Participants
November 2, 9, 16, 23, 30	ESL	25
November 2, 9, 16, 23, 30	Knitting Club	41
November 14	Keswick Book Club	3
November 16, 23, 30	Computers for Beginners	16

Pefferlaw Branch		
Date	Program Name	Participants
November 2	Pefferlaw Book Club	10

Technology

- Town IT has begun deploying new Windows 10 staff workstations and receipt printers. Ms. Ruth Berry will install Microsoft Office 2016 on all staff and public computers in December.

Submitted by D. Harvie, CEO

5 December 2017

Library Square could become Aurora's next community hub as designs unveiled

News Nov 28, 2017 by [Teresa Latchford](/yorkregion-author/teresa-latchford/3e99115e-f586-4199-850a-d94e29641289/) (<mailto:tlatchford@yrmg.com>) Aurora Banner

Library Square could become Aurora's next public hot spot.

Next month the town's former library and seniors' centre located on Victoria Street beside the Cultural Centre are set to be demolished. While it seems that public consultations have been going on for years regarding what the community would like to see done with the soon-to-be vacant space, there may finally be an answer.

David Leinster of The Planning Partnership presented two concept designs that would transform the space between the Aurora Public Library and the Aurora Cultural Centre into a community hub also utilizing the town-owned land to the north. The presentations were made in the Holland Room at town hall to various community groups and the public to seek feedback on a preferred option before heading to council with a recommendation on Dec. 5.

"Our mandate is to explore the feasibility of programmable public space that would support the cultural centre," Leinster said. "We were given a capital budget (\$5 million) to work with and we think we are within budget with both options."

The first concept would create a raised public space, equivalent to the library's second floor, featuring seating, plantings, function space for markets, events and theatre opportunities. It would require a new entrance to the library. Stairs or escalators would allow access to street level.

The second concept would see a public space in line with the first storey of the library. A glass canopy would connect the square to Victoria Street between the Cultural Centre and its standalone addition to the north.

This option would provide for a larger public square that could accommodate a market, movie nights and even an ice pad for recreational skating.

A parking garage under the square is also being discussed.

In both concepts, the space to the north of the Cultural Centre would become a parking lot with accessible parking just at the north edge of the square itself.

Aurora resident Dale Downey pointed out a town park is a hop, skip and jump from the proposed square and wondered about the duplication of public space so close together.

"Half of the park is used for sport and it is green space," Leinster replied. "This square will be more like a piazza, a hard surface that can be used all year round."

It would give the nearby park some breathing room since the new space could accommodate programming like the town's movie nights; the ice pad could be maintained with refrigeration which takes less effort compared to an outdoor rink and can go beyond what is happening at the park.

"Yonge Street in Aurora is not like other main streets in other municipalities as it is very narrow and accommodates a lot of traffic," he added. "This space would allow Aurora to do what other towns do on their main streets."

A local business owner asked how the plan went from being mixed use including retail to a full public space.

Through public consultation conducted over the summer, the largest theme was the demand for a flexible, programmable public space that could be used by the library, Cultural Centre, town and the public for events and programs.

However, that doesn't mean retail is out of the question as smaller shops or food-and-beverage merchants could be accommodated in the final details.

"Parking is a little bit of a red herring," Leinster said when asked about parking woes in the downtown core. "Green public space kick-starts development. Nobody ever visited a town for its parking."

He also pointed out that lack of parking directly beside a venue doesn't necessarily deter people as overflow parking will end up on the surrounding residential streets. People always find a place.

the surrounding residential streets. People always find a place to park.

Aurora resident Ron Weese warned Leinster about expecting residents of those nearby streets accepting the influx of vehicles.

"You are going to get some squeaky wheels," he said.

If a design is approved by council, the next step would be a detailed design phase. He predicts the project is on a two- to five-year horizon.

"This has already been worked on for a year," he said. "Public spaces take years to develop and I don't think they have to because you end up going around in circles. We may as well keep the momentum going so we are alive long enough to see it built."

While this was only the first of five presentations earlier this week, the participants from the Aurora Chamber of Commerce session seemed to lean toward the first option.

The discussion will continue at town hall on Dec. 5. If approved, it will be re-tabled at the Dec. 12 council meeting for final approval before heading into the next design stage.

X Our Privacy Policy is updating effective December 14, 2017. [Click here](#) to see more.



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:: ontario library association

Library Day at Queen's Park 2017 OLA/FOPL

The Ask

- We are calling on the Ontario Government to modernize and enhance its support for libraries by:
 - Mandating that school boards and schools properly spend the funding they are allocated by the Ministry of Education for school libraries and teacher-librarians.
 - Providing enhanced, predictable and sustainable funding for all public and First Nations libraries across Ontario by increasing annual base funding.
 - Ensuring that all Ontario residents and students have access to comprehensive, world-class digital resources through the creation of Ontario's Digital Library.
- Libraries need sustainable, predictable, and flexible funding to plan for and deliver real impacts as local change agents in communities.

A Visit Will Get You Thinking.

Visit Ontario's libraries

Strengthen School Libraries

- Recognize the critical role of school libraries in supporting Ontario's student achievement goals by **requiring**, rather than recommending, that **annual funds currently allocated by the Ministry of Education to school boards for school libraries and teacher-librarians are spent on these prescribed priorities.**
 - Mandating that school boards and schools use these allocated funds for their intended purpose will provide a **critical injection of an estimated \$100 million** in annual funding to school libraries across Ontario - **without requiring any new provincial funding.**

A Visit Will Get You Thinking.

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Modernize Public Library Funding

- Provide **sustainable, predictable funding for all public and First Nations libraries** across Ontario by increasing annual base funding from \$33 million to \$50 million – an **increase of \$17 million in annual funding**.
 - This increase in annual base funding is still **50% below** the level of provincial support for public libraries prior to funding cutbacks in 1996.
 - Nevertheless, it will enable public and First Nations libraries throughout Ontario to address immediate issues, as well as support long-term planning to address the evolving needs of the community.

A Visit Will Get You Thinking.

Visit Ontario's libraries

Ontario Digital Library

- Dedicate **\$25 million** for the development and implementation of **Ontario's Digital Library**.
 - This will provide all Ontario residents and students with equitable access to leading, in-depth and world-class digital resources, no matter where they live in Ontario.
 - It will utilize the deep expertise of existing partners (SOLS and OLS-North) for ongoing management and oversight, working in collaboration with the Ministry of Education and the Ministry of Tourism, Culture & Sport to ensure a comprehensive suite of digital resources.

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Social Media

#onpoli #ILoveONLibraries:



Library Day at Queen's Park 2017

 OLA @ONLibraryAssoc

Members from Ontario Library Association & the Federation of Ontario Public Libraries met with MPPs and government officials for Library Day at Queen's Park on Nov 23 to raise awareness of the...

 Moments



Eleanor McMahon

@EMcMahonBurl · Nov 23

 2  13 

Wonderful to see you Maureen. Great conversation as always! Huge thanks to you & the team at @BurlingtonPL for the amazing work you do, every day!    
[#ILoveONLibraries](#)

Maureen Barry @bplbook2000

Thank you to @EMcMahonBurl for a great meeting today about our amazing Libraries in Ontario #ILoveONLibraries



Andy McIlwain

@andymci · Nov 23

 1  5 

Libraries are hubs of community, education, and opportunity. Meet, study, work, learn. Wouldn't be working in tech today if I wasn't introduced to the web as a kid in the 90s, courtesy of the Newmarket public library. [#ILoveONLibraries](#)



Bort Sampson

@tdottoasted · Nov 23

  2 

I believe in the value of public libraries. They're great for our communities and should continue to receive the support they need. [#ILoveONLibraries](#)

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Next Steps

- Develop a budget submission based on the asks at Library Day at Queen's Park
- Ask library community to engage with MPP's locally: OLA and FOPL will supply the materials.
- Public Library Booth at ROMA exhibit in January (ARUPLO)
- Election strategy session featured at the OLBA Trustee Bootcamp February 4

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Upcoming OLA Events



- RA in a Day: April 20, Mississauga City Centre
- Annual Institute on the Library as Place: July
- Marketing Libraries Think Tank, August
- Child and Youth Expo, November

A Visit Will Get You Thinking.

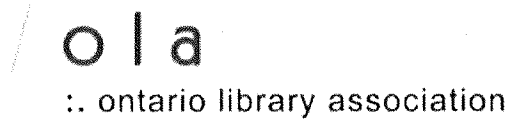
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spaterson@accessola.com

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Library Day Tool Kit

November 23, 2017

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Overview: Library Day 2017

The goal of *Library Day 2017* is for representatives of the Ontario Library Association (OLA) and the Federation of Ontario Public Libraries (FOPL) to help achieve the following objectives:

1. Educate Ministers, MPPs and staff about the importance of libraries for **education**, **poverty reduction** and **community economic development**
2. Inform Ministers, MPPs and staff about the need for a new funding approach for libraries in Ontario, and seek support and input
 - This is OLA & FOPL's main Ontario "Budget Ask"!

To accomplish these goals, we need your help to build relationships with Ministers, Members of Provincial Parliament (MPP), and key political staff. As a part of *Library Day 2017*, you will be meeting personally with one or more of these individuals ("Meeting Targets") to discuss and communicate the messages below.

Through *Library Day 2017*, we are meeting with Ministers and MPPs from all three parties to emphasize the importance of libraries and build support and commitment to a modernized approach to library funding in Ontario.

Key Messages: A Modern, Sustainable Approach for Ontario's Libraries

- Public and school libraries are Ontario's farthest-reaching, most cost-effective resource for empowering positive change in education, poverty reduction and economic development.
- Ontarians young and old across the province have a positive experience and memory of the impact libraries and librarians have had on their lives.
- Ontario's current funding approach is threatening the long-term sustainability of libraries across Ontario.
- Ontario's support for libraries must reflect the need for a modern, innovative library system that is responsive to diverse and evolving communities.
- We are calling on the Ontario Government to modernize and enhance its support for libraries by:
 - ▷ Mandating that school boards and schools properly spend the funding they are allocated by the Ministry of Education for school libraries and teacher-librarians.
 - ▷ Providing enhanced, predictable and sustainable funding for all public and First Nations libraries across Ontario by increasing annual base funding.
 - ▷ Ensuring that all Ontario residents and students have access to comprehensive, world-class digital resources through the creation of Ontario's Digital Library.
- Libraries need sustainable, predictable, and flexible funding to plan for and deliver real impacts as local change agents in communities.
- Modern, sustainable funding will ensure that all Ontarians will benefit from equitable, world-class resources in their local community – including tens of thousands of Ontario students and First Nations communities, that lack access to libraries and library services.

Step 1: Preparing for the Meeting

- Review the Library Day briefing materials so that you can focus on OLA & FOPL's Key Ask and Messages. Also familiarize yourself with the other members of your OLA/FOPL meeting team.
- Review relevant biographical information and any recent media coverage that the Meeting Target has received. Explore how your Meeting Target's interests could allow them to act as a champion for libraries at Queen's Park.
- Create a meeting plan and determine roles within your team (i.e. the lead and issue-experts).
- Stories strengthen your message. Use the "Portraits" included in the Library Day briefing materials to emphasize the importance of libraries in practical terms. Think of your own examples to convey the impact of libraries on individuals and families in the Meeting Target's community and across Ontario.
- If possible, discuss the meeting or conduct a practice session with your team. Review briefing material and determine in advance which team member will be responsible for speaking to which issues, and the order in which each will speak.
- Review the meeting worksheet.
- Ensure that you have the appropriate material to leave behind for your Meeting Target after your meeting. This should include:
 1. Your contact information;
 2. The OLA/FOPL briefing materials prepared for Library Day 2017.

Step 2: Conducting the Meeting

- Stick to the Key Ask and Messages.
- Be passionate and respectful, not argumentative and confrontational.
- When speaking with the Meeting Target, pay attention to their body language (and yours).
- Be concise. The meeting will range in duration from 15 to 30 minutes (or more, possibly). Focus on conveying the importance of Ontario's libraries, and the Key Ask and Messages.
- Provide your Meeting Target with the "Portraits" as well as local examples so that they understand the impact of libraries in their own constituency. Draw upon your own personal experiences to enhance the Key Messages.
- It is important to remember that it's okay to say "I don't know" if you're asked a question that you can't answer. Just remember to identify the question in the enclosed Meeting Worksheet so OLA/FOPL representatives can provide you with the answer before you send your thank you letter.
- Take notes.
- Leave behind a copy of the OLA/FOPL Library Day briefing material, along with your contact information.
- Thank them for their time, and indicate that you will be following up.

Step 3: Following Up After the Meeting

- Send your Meeting Target a thank you letter, and include any follow up information that you promised.
- You may be asked in the future to follow up by email and phone with the Meeting Target to seek additional support or to request further information.
- Complete the Meeting Worksheet included in this package to let us know how your meeting went.

Meeting Worksheet

Use this worksheet to take notes that will help you prepare for your meeting and ensure that your information is stored in one place.

Meeting Details	Name of Meeting Target: Riding: Party: Supporting staff in attendance:
Meeting Attendees from OLA / FOPL	
Meeting Tone (Positive/Negative; Supportive/Not Supportive)	
Summary of Meeting Discussion	
Questions from Meeting Target / Staff	
Commitments made by Meeting Target / Staff	
Any Follow-up Required by OLA / FOPL?	

Sample 'Thank-You' Letter

This is a sample letter that you can send to your MPP or staff person you met with – just remember to remove all italicized placeholders and replace them with the appropriate information!

[Date]

[MPP or staff person name]

[Office address]

Dear *[name of MPP or staff person]*,

Thank you again for taking the time to meet with the Ontario Library Association (OLA) and Federation of Ontario Public Libraries (FOPL) to discuss our proposal for a modern, sustainable funding approach for Ontario's libraries.

Public and school libraries are Ontario's farthest-reaching, most cost-effective resource for empowering positive change in education, poverty reduction and community economic development.

Ontario's support for libraries must reflect the need for a modern, innovative library system that is responsive to diverse and evolving communities. Libraries need sustainable, predictable, and flexible funding to plan for and deliver real impacts as local change agents in communities.

[Reiterate any relevant details from the meeting, including if they committed to help raise these points]

[Provide answers to any questions they raised that you committed to following up on]

I sincerely appreciate your time and your continuing support, and I look forward to providing you with any further information and local insight you require. If you have any other questions, please do not hesitate to contact me. My phone number is *[your telephone number]* and my email is *[your email address]*.

Sincerely,

[Insert your name]