

North Perth Public Library
Agenda

November 12, 2024
7:00 pm
North Perth Municipal Building
Committee Room



Pages

1.	Call To Order	
2.	Land Acknowledgement Statement	
	“We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”	
3.	Additions to/Approval of Agenda	
4.	Declarations of pecuniary interest	
5.	Approval of minutes from previous meeting	
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11. Library Updates

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11.3 Lending Report by User Location 34

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11.6 United Way and Access Centre

Kathy to Attend

12. Other Business

13. In Camera Session

In accordance with Section 16.1(4) of the *Public Libraries Act*, a Closed Session pertaining to:

- personal matters about an identifiable individual; **regarding North Perth Public Library staff**
- advice that is subject to solicitor-client privilege, including communications necessary for that purpose; **regarding contracts**

14. Adjourn

Next meeting is scheduled for January 14, 2025 at 7:00 p.m.

**North Perth Public Library Board
Meeting Minutes
Municipality of North Perth – Administration Office
Committee Room**

Date: October 8, 2024

Time: 7:00 pm

Members Present Terrance Ritchie
 Raisa Abraham
 Lee Anne Andriessen
 Matt Richardson
 Martin Shadwick

Members Absent Bernice Weber Passchier (on leave)

Staff Present Library CEO Ellen Whelan
 Recording Secretary Heidi Dorscht

1. Call To Order

Chair Ritchie called the meeting to order at 7:05 p.m.

2. Land Acknowledgement Statement

Chair Ritchie stated “We acknowledge that we are on the traditional land of the Anishnaabe people. We wish to recognize the long history of Indigenous People of Canada and show our respect to them today. We recognize their stewardship of the land, may we all live with respect on this land and live in peace and friendship.”

3. Additions to/Approval of Agenda

Moved by: Matt Richardson

Seconded by: Martin Shadwick

THAT: The agenda for tonight's meeting be approved, as presented.

CARRIED

4. Declarations of pecuniary interest

Chair Ritchie declared pecuniary interest on item 9.1 as he is a vendor/payee on the accounts payable.

5. Approval of minutes from previous meeting

5.1 October 1, 2024 North Perth Public Library Board Meeting Minutes

Moved by: Matt Richardson

Seconded by: Raisa Abraham

THAT: The minutes from the October 1, 2024, North Perth Public Library Board meeting be approved, as presented.

CARRIED

6. Correspondence

6.1 CFLA Board Meeting Update

CEO Whelan provided a brief overview of the CFLA Board Meeting Update.

6.2 CFLA Endorsement

CEO Whelan provided a brief summary of the CFLA Endorsement of the Prison Libraries Network's Position Statement.

7. Business Arising from the Minutes

8. Friends Report

8.1 Dolly Parton Imagination Library Presentation

Stacey Ash, Chair of the Friends of the Library, provided a presentation of Friends including their three focal points; youth literacy, skill literacy and culture literacy. Discussion occurred regarding Dolly Parton's Imagination Library. Highlights included:

- 500 children in North Perth have already registered, Friends expect to reach 600 children.
- Ensuring it is a community wide program
- Possibility of a MOU between the Board and Friends

Moved by: Matt Richardson

Seconded by: Martin Shadwick

THAT: The North Perth Public Library Board directs the CEO to purchase resources from the Friends of the Library in the amount of \$2,100.00 per year from the collections budget to support literacy in North Perth for the years 2024 and 2025.

CARRIED

Terrance Ritchie exited the Committee Room. Raisa Abraham assumed the position of Chair.

9. Financial Report

9.1 Accounts Payable

Moved by: Matt Richardson

Seconded by: Martin Shadwick

THAT: The Account payable dated the May 27, 2024 through to September 13, 2024, be approved.

CARRIED

Terrance Ritchie returned to the Committee Room and reassumed the position of Chair.

9.2 Business Plan

CEO Whelan provided an overview of the business plan which will form part of the budget presented to Council. Discussion occurred regarding the libraries social return on investments (\$5.67).

9.3 Budget Submission

Discussion occurred regarding the budget submission. External public relations person was not included in the budget.

Lee Ann Andriessen exited the Committee Room.

Lee Ann Andriessen returned to Committee Room

Moved by: Lee Ann Andriessen

Seconded by: Raisa Abraham

THAT: The North Perth Library Board approves the projected budget for 2025, as presented.

CARRIED

10. Board Development

10.1 BL-01 Board Procedural By-laws

CEO Whelan provided a summary of the updated procedural by-law

Moved by: Lee Anne Andriessen

Seconded by: Martin Shadwick

THAT: The North Perth Public Library Board approves the procedural by-law, as presented.

CARRIED

11. Library Updates

11.1 Manager of Branch Experience

CEO Whelan provided a summary of the Manager of Branch Experience Report. The following items were highlighted:

- Community crafts a partnership with Community Living North Perth. The program is full, with a waitlist.
- Adult Make & Take Kits
- Countdown to Fall
- Membership for Listowel went up by 50, but the active number did not change.

11.2 Digital Initiatives Report

CEO Whelan provided a summary of the Coordinator of Digital Initiatives Report. Highlighted items included:

- Reached on Facebook
- Engagement has increased
- All prized packs were branded

11.3 Summer Report

11.4 Lending Report by User Location

CEO Whelan provided a summary of the Lending Report by User Location. Numbers in Monkton are expected to increase with the installation of the ice.

11.5 Perth County Information Network

CEO Whelan advised the final stages of the strategic plan should be completed at the next meeting.

11.6 United Way and the Access Centre

CEO Whelan advised that a communication document that will be shared. ESA 2 and heritage impact statement must now be completed. Kathy Vassilakos will be attending in November.

12. Other Business

13. In Camera Session - None

14. Adjourn

Moved by: Matt Richardson

Seconded by: Raisa Abraham

THAT: The meeting adjourns at 8:50 p.m. to meet again on November 12, 2024, at 7:00 p.m. in the Committee Room.

CARRIED

Terrance Ritchie – Chair

Heidi Dorscht – Recording Secretary

CFLA-FCAB

NEWSLETTER

Fall 2024

Greetings from the Chair

This year, the Board's priority has been engaging with members and stakeholders, listening deeply, and collaborating with you on our future. As we move into the fall, CFLA-FCAB is excited to implement the recommendations identified through our engagement work.

We are dedicated to delivering on the CFLA-FCAB's mandate and goals, and we have heard your concerns about the need for improved communications, governance and greater accountability. Over the summer, the Governance Review Steering Committee developed recommendations to improve CFLA-FCAB's board and committee governance. You'll find more information about their findings below.

To ensure that we meet expectations on these and other strategic goals, we are developing a new semi-annual dashboard to track our strategic plan progress. This dashboard will be available on our website in the New Year.

National advocacy continues to be a priority. In this newsletter, you'll find information about our 2024 federal budget submission, our "Libraries as Social Infrastructure" national campaign, and our success in attracting new federal funding. We are collaborating with other associations, both nationally and internationally, to amplify voices in our sector and attract new support.

On behalf of the Board, thank you for engaging with us over the past several months. I look forward to meeting with you and continuing our conversations at our National Forum in the New Year.

Andrea Cecchetto
Chair, CFLA-FCAB Board of Directors

Save the Date!

National Forum is back in-person for 2025.

The CFLA-FCAB's National Forum is returning in 2025 at the Ontario Library Association Super Conference on **Wednesday, January 29, 2025**. We are partnering with IFLA's North American Regional Division Summit AND the Maggie Weaver Spark Forum to provide an incredible full day of programming for you and all super conference attendees. We look forward to seeing you and your members there!





National Advocacy News

Libraries as Social Infrastructure: CFLA-FCAB National Advocacy Campaign

As the chief funders of public libraries in Canada, municipal and provincial governments understand the critical role that libraries play in building communities and strengthening social infrastructure. At a time when the health and well-being of both rural and urban communities is a priority for every level of government, now is the time for the CFLA-FCAB to champion this message at the federal government level.

Over the spring and summer, the board worked with Impact Public Affairs to develop a national campaign to highlight libraries' critical role in the social infrastructure of communities, and to advocate for the sector's access to increased federal funding for libraries. Libraries are the only GLAM (galleries, libraries, archives, and museums) sector with no direct federal funding despite the broad social and economic benefits libraries bring to their communities. We have a powerful story to tell, and this new national advocacy campaign provides the tools we need to champion our work.

Throughout the fall and winter, the CFLA-FCAB executive team will begin the first phase of the national advocacy campaign by meetings with federal policy leaders and relevant members of parliament.

In the New Year, the second phase of the campaign will begin. The CFLA-FCAB Board will work with member associations to launch a grassroots advocacy campaign aimed at reaching members of parliament across the country.

2024 Federal Budget Submission

CFLA-FCAB prepares a federal budget submission each year. [This year's submission](#) reiterated and highlighted the messaging of our national advocacy campaign, with three pillars:

1. Increase funding to public libraries to support them as an essential part of the social infrastructure of our communities.
2. Increase investment in organizations that provide accessible reading services
3. Increase support for Indigenous libraries and Indigenous library workers.

Advocacy Training: Effective Meetings with MPs and other Stakeholders

CFLA-FCAB is hosting a 60-min session with [Impact Public Affairs](#), CFLA-FCAB's government relations and communications firm, on how to conduct effective meetings with government officials, policy staff and other key stakeholders. The session is open to all members of CFLA-FCAB member associations and committees.

Nov 14, 12:30 PM EST | Register [HERE](#)



National Advocacy News

New Federal Funding for Climate Education Campaign

The CFLA-FCAB is among eight Canadian organizations awarded environmental education funding by Environment and Climate Change Canada. With this foundational investment of \$23,000 from the federal government, the Climate Action Committee is developing a national climate education campaign for use in libraries with the goal of improving climate literacy across the country.

Since its launch in 2023, the CFLA-FCAB's Climate Action Committee has worked to deliver on two core elements of its mandate: to support Canadian libraries in their efforts to respond to the climate crisis and to build capacity for education and action in the communities they serve. Attracting the funding needed for this work was an important first step toward meeting our strategic goals.

The national climate education campaign will consist of two main programs: one, to educate library professionals and information workers on the role that libraries can play in combating the climate crisis; and two, to create educational content and tools that can be scaled for use in public, school, and academic libraries and adapted to the needs and abilities of their library users.

The Climate Action Committee is building on the work already underway by member organizations to increase climate literacy and action, such as BCLA's Climate Action Week. The committee looks forward to engaging with CFLA-FCAB members to create a useful and effective environmental education and advocacy primer and toolkit.

Contribute to the Canadian Library Challenges Database

The Canadian Library Challenges Database is a joint initiative of CFLA-FCAB and the Centre for Free Expression with the aim of enabling the exchange of information between libraries about the challenges they face and the methods they've employed to address them. Your continued participation is key; please remember to register any challenge you face on the website. CFLA-FCAB's Intellectual Freedom Committee is also in the process of contacting libraries who have previously reported challenges through the old Intellectual Freedom Challenges Survey to acquire consent to include past reports in the new public-facing Canadian Library Challenges Database.



Updates from the Board

Governance Review Complete, Recommendations Accepted

In response to feedback received in stakeholder consultations held last spring, the board launched a Governance Review Steering Committee. The Committee's mandate was to examine CFLA-FCAB's structure, policies and practices, and to propose recommendations to ensure that the federation is delivering on its strategic priorities. The committee focused on two clearly identified areas from the spring consultations:

- The composition and mandate of the CFLA-FCAB Board
- The structure and appointment process for Strategic Committees

In September 2024, the steering committee completed its review and reported to the Board of Directors. The following recommendations were accepted by the Board:

1. Clarify committee appointment processes and approvals.
2. Increase committee accountability and alignment with the board.
3. Enhance onboarding and learning opportunities for committee (and Board) members.
4. Clarify committee mandates and terms of reference.
5. Review and streamline the development of position statements (including the introduction of formal member consultation processes). Review current position statements.
6. Enhance Board Member recruitment.
7. Extend terms of CFLA-FCAB's Executive Officers of the Board to provide better continuity and move to elected executive positions.
8. Develop a new member engagement strategy and refine CFLA-FCAB's value proposition for current and prospective members.
9. Review resourcing for the organization.

The Executive Committee is developing project plans to manage the implementation of recommendations. Stay tuned for updates through the fall and winter.

News from our Members and Partners

From Ex Libris Association: [Ex Libris Association Board](#) is pleased to report that the [Indigenous Student Bursary](#), created in 2023, has been awarded to William Fayant, a student with an excellent GPA in his second year in the Library and Information Technician Program at RRC Polytechnic in Winnipeg, Manitoba.

From the International Association of School Librarianship:

The International Association of School Librarianship is hosting an upcoming virtual conference on October 26-28th, 2024. The theme for this year's conference is "Stronger Together: School Libraries in Community." More information may be found on their [website](#).



Updates from the Board

CFLA-FCAB Sub-committee Updates

Though most CFLA-FCAB sub-committees did not formally meet over the summer, several key projects and initiatives continued. In July, the Board approved a new CFLA-FCAB Statement prepared by our Intellectual Freedom Committee on [Libraries & the Intellectual Freedom of Children & Youth](#).

The Cataloguing and Metadata Standards Committee (CMSC) brought the [Cataloguing Code of Ethics](#) to the Board for endorsement, marking the culmination of a careful process of consultation and review. Completed in 2021, the Code of Ethics is a joint project of CFLA-FCAB, the American Library Association, and the Chartered Institute of Library and Information Professionals (UK). It is jointly managed by members of the three associations through the Cataloguing Ethics Steering Committee. CFLA-FCAB is responsible for translating the original draft of the Cataloguing Code of Ethics into French and will assume responsibility for its maintenance. Thank you to Christine Smith (Concordia University), for chairing the steering committee and to all CMSC members for their work on this important project.

The Copyright Committee in partnership with the Canadian Association of Research Libraries (CARL) completed the joint CARL-CFLA guide "[Navigating Copyright for Crown-Published Works A Code of Best Practices for Libraries](#)." Building and sharing expertise among the wider copyright community, members of the committee also presented at the ABC Copyright Conference in Halifax and attended the User Rights Network in Washington, DC.

The Climate Action Committee was busy analysing the data from their national survey, circulated in the spring, about climate action work in Canadian libraries. A report on key findings will be shared with the Board and member associations later this fall. The results will help inform the CFLA-FCAB Climate Education Campaign and future committee workplans.

News from our Members and Partners

From Sustainable Libraries Initiative and Association of Research Libraries:

The [Association of Research Libraries](#) (ARL) is partnering with the [Sustainable Libraries Initiative](#) (SLI) to enable all ARL member institutions to become members of the SLI for 12 months and receive a discounted rate for joining the [Sustainable Library Certification Program](#). This partnership is in effect through December 31, 2025, and may be renewed to continue past that date. The [Sustainable Libraries Initiative](#) empowers library professionals to be leaders in triple-bottom-line sustainability (environmental stewardship, social equity, and economic feasibility) both within their organizations and in their communities

Accounts Payable

CHEQUES SEPTEMBER 16-OCTOBER 04, 2024

Vendor 000000 Through 999999

Invoice Entry Date 01-01-2024 to 10-04-2024 Paid Invoices Cheque Date 09-16-2024 to 10-04-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000992	AMAZON.COM.CA INC.	CA425AEF0ACCU	Office Supplies	018671	09-04-2024	09-19-2024	23.04
			06-8300-0000-63210	Office Supplies			23.04
000992	AMAZON.COM.CA INC.	CA47VDSIN7AI	Office Supplies	018671	09-11-2024	09-19-2024	16.94
			06-8300-0000-63210	Office Supplies			16.94
						Vendor Total	39.98
000058	BELL MOBILITY	X014222499240901	Library Hotspots	051384	09-01-2024	09-25-2024	487.04
			06-8340-0000-63850	Library Hotspots			487.04
001762	LIBRARY BOUND INC.	30196647	Delivery	018731	08-30-2024	09-19-2024	166.53
			06-8300-0000-65320	Delivery			2.77
			06-8312-0000-65200	Library Collection - Audiobook			163.76
001762	LIBRARY BOUND INC.	30196648	Delivery	018731	08-30-2024	09-19-2024	1,245.27
			06-8300-0000-65320	Delivery			35.44
			06-8315-0000-65200	Library Collection - Books			1,209.83
001762	LIBRARY BOUND INC.	30196649	Delivery	018731	08-30-2024	09-19-2024	29.41
			06-8300-0000-65320	Delivery			0.55
			06-8314-0000-65200	Library Collection - DVD			28.86
001762	LIBRARY BOUND INC.	30197250	Delivery	018731	09-06-2024	09-19-2024	608.62
			06-8300-0000-65320	Delivery			21.04
			06-8315-0000-65200	Library Collection - Books			587.58
001762	LIBRARY BOUND INC.	30197251	Delivery	018731	09-06-2024	09-19-2024	58.23
			06-8300-0000-65320	Delivery			1.11
			06-8314-0000-65200	Library Collection - DVD			57.12
001762	LIBRARY BOUND INC.	30197768	Delivery	018731	09-11-2024	09-19-2024	459.65
			06-8300-0000-65320	Delivery			5.54
			06-8312-0000-65200	Library Collection - Audiobook			454.11
001762	LIBRARY BOUND INC.	30197769	Delivery	018731	09-11-2024	09-19-2024	588.62
			06-8300-0000-65320	Delivery			15.51
			06-8315-0000-65200	Library Collection - Books			573.11
001762	LIBRARY BOUND INC.	30197770	Delivery	018731	09-11-2024	09-19-2024	157.48
			06-8300-0000-65320	Delivery			2.77
			06-8314-0000-65200	Library Collection - DVD			154.71
						Vendor Total	3,313.81
004632	VICTORIAN INN & SPA ON MAI 141		Programming - July/Aug	018779	07-29-2024	09-19-2024	90.40
			06-8320-0000-63200	Programming - July/Aug			90.40
002606	WHITEHOTS CANADIAN LIBRA3548535		Library Collection - Books	018782	08-28-2024	09-19-2024	284.56
			06-8315-0000-65200	Library Collection - Books			284.56
002606	WHITEHOTS CANADIAN LIBRA3548950		Library Collection - Books	018782	08-30-2024	09-19-2024	41.65
			06-8315-0000-65200	Library Collection - Books			41.65
002606	WHITEHOTS CANADIAN LIBRA3549772		Library Collection - Books	018782	09-06-2024	09-19-2024	203.48

Accounts Payable

CHEQUES SEPTEMBER 16-OCTOBER 04, 2024

Vendor 000000 Through 999999

Invoice Entry Date 01-01-2024 to 10-04-2024 Paid Invoices Cheque Date 09-16-2024 to 10-04-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
			06-8315-0000-65200		Library Collection - Books		203.48
002606	WHITEHOTS CANADIAN LIBRA	3550022	Library Collection - Books	018782	09-10-2024	09-19-2024	155.58
			06-8315-0000-65200		Library Collection - Books		155.58
002606	WHITEHOTS CANADIAN LIBRA	3550571	Library Collection - Books	018782	09-13-2024	09-19-2024	195.90
			06-8315-0000-65200		Library Collection - Books		195.90
						Unpaid Invoices	0.00
						Paid Invoices	4,812.40
						Invoices Total	4,812.40
						Selected G/L Account Total	4,812.40

Accounts Payable

CHEQUES OCTOBER 07-18, 2024

Vendor 000000 Through 999999

Invoice Entry Date 10-01-2024 to 10-18-2024 Paid Invoices Cheque Date 10-07-2024 to 10-18-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000992	AMAZON.COM.CA INC.	CA41013E99BEI	Offices Supplies - MBE	018917	09-16-2024	10-11-2024	36.15
			06-8300-0170-63210				36.15
000992	AMAZON.COM.CA INC.	CA413Y3EC8VI	Programming - OPLW	018917	09-24-2024	10-11-2024	21.46
			06-8320-0000-63200				21.46
000992	AMAZON.COM.CA INC.	CA41R1QUR6GI	Office Supplies - CDI chair	018917	10-04-2024	10-11-2024	248.46
			06-8300-0170-63210				248.46
000992	AMAZON.COM.CA INC.	CA428VGK6KQI	Programming - Ballot boxes	018917	10-04-2024	10-11-2024	74.52
			06-8320-0000-63200				74.52
000992	AMAZON.COM.CA INC.	CA42BNWWKACCUI	Programming - PC Reads	018917	09-20-2024	10-11-2024	66.48
			06-8320-0000-63200				66.48
000992	AMAZON.COM.CA INC.	CA447PDASUQI	Offices Supplies - PushPins	018917	09-26-2024	10-11-2024	28.76
			06-8300-0000-63210				28.76
000992	AMAZON.COM.CA INC.	CA450NW8CLUI	Processing - BinderRings	018917	09-10-2024	10-11-2024	21.11
			06-8310-0000-63200				21.11
000992	AMAZON.COM.CA INC.	CA451LT5NQGII	Processing - Batteries	018917	09-24-2024	10-11-2024	16.83
			06-8310-0000-63200				16.83
000992	AMAZON.COM.CA INC.	CA451RK5BB6I	Office Supplies - MBE	018917	09-16-2024	10-11-2024	53.55
			06-8300-0170-63210				53.55
000992	AMAZON.COM.CA INC.	CA45YQOFKTNI	Programming - Balloon pump	018917	10-04-2024	10-11-2024	21.78
			06-8320-0000-63200				21.78
000992	AMAZON.COM.CA INC.	CA4ECZ8AY10I	Programming - OPLW	018917	09-18-2024	10-11-2024	56.49
			06-8320-0000-63200				56.49
000992	AMAZON.COM.CA INC.	CA4FQV4MEO0SI	Office Supplies - MBE desk	018917	09-26-2024	10-11-2024	259.11
			06-8300-0170-63210				259.11
000992	AMAZON.COM.CA INC.	CA4HCNIUQUI	Programming - OPLW	018917	09-18-2024	10-11-2024	35.69
			06-8320-0000-63200				35.69
000992	AMAZON.COM.CA INC.	CA4QFMK2CDI	Programming - OPLW	018917	09-24-2024	10-11-2024	14.68
			06-8320-0000-63200				14.68
000992	AMAZON.COM.CA INC.	CA4XIBO9EI	Programming - OPLW	018917	09-23-2024	10-11-2024	96.24
			06-8320-0000-63200				96.24
Vendor Total							1,051.31
000058	BELL MOBILITY	X014222499241001	Library Hotspots	051403	10-01-2024	10-17-2024	502.09
			06-8340-0000-63850				502.09
003490	CARDWORKS NORTH AMERIC	5616	Delivery	018932	09-13-2024	10-11-2024	774.05
			06-8300-0000-65320				39.55
			06-8310-0000-63200				734.50
004501	EARLY LITERACY STATIONS C	20240901	Delivery	051404	09-05-2024	10-11-2024	3,768.55
			06-8300-0000-65320				67.80
			06-8340-0000-63200				3,700.75
001762	LIBRARY BOUND INC.	30198511	Delivery	018953	09-18-2024	10-11-2024	531.03

Accounts Payable

CHEQUES OCTOBER 07-18, 2024

Vendor 000000 Through 999999

Invoice Entry Date 10-01-2024 to 10-18-2024 Paid Invoices Cheque Date 10-07-2024 to 10-18-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
			06-8300-0000-65320		Delivery		14.95
			06-8315-0000-65200		Library Collection - Books		516.08
001762	LIBRARY BOUND INC.	30198512	Delivery	018953	09-18-2024	10-11-2024	120.04
			06-8300-0000-65320		Delivery		2.21
			06-8314-0000-65200		Library Collection - DVD		117.83
001762	LIBRARY BOUND INC.	30199328	Delivery	018953	09-26-2024	10-11-2024	38.35
			06-8300-0000-65320		Delivery		0.55
			06-8312-0000-65200		Library Collection - Audiobook		37.80
001762	LIBRARY BOUND INC.	30199329	Delivery	018953	09-26-2024	10-11-2024	547.00
			06-8300-0000-65320		Delivery		15.51
			06-8315-0000-65200		Library Collection - Books		531.49
001762	LIBRARY BOUND INC.	30199330	Delivery	018953	09-26-2024	10-11-2024	18.99
			06-8300-0000-65320		Delivery		0.55
			06-8311-0000-65200		Library Collection - CD		18.44
001762	LIBRARY BOUND INC.	30199331	Delivery	018953	09-26-2024	10-11-2024	98.61
			06-8300-0000-65320		Delivery		2.21
			06-8314-0000-65200		Library Collection - DVD		96.40
001762	LIBRARY BOUND INC.	30200176	Delivery	018953	10-03-2024	10-11-2024	18.99
			06-8300-0000-65320		Delivery		0.55
			06-8311-0000-65200		Library Collection - CD		18.44
					Vendor Total		1,373.01
000454	PBJ CLEANING DEPOT INC	28898	Delivery	018969	09-27-2024	10-11-2024	108.45
			06-8300-0000-65320		Delivery		3.39
			06-8320-0000-63200		Programming - OPLW		105.06
000454	PBJ CLEANING DEPOT INC	28977	Office Supplies - PrinterPaper	018969	09-27-2024	10-11-2024	142.36
			06-8300-0000-63210		Office Supplies - PrinterPaper		142.36
					Vendor Total		250.81
001457	RBC VISA	7018 24-9	VISA AUG 24-SEP 23	051401	09-23-2024	10-07-2024	2,058.34
			06-8300-0000-65000		MISC-LEAVING GIFT CARD		25.00
			06-8300-0000-65000		MISC-ORANGE SHIRT DAY		65.16
			06-8300-0000-61830		MEETING EXPENSE		1.76
			06-8300-0000-61830		MEETING EXPENSE		15.79
			06-8320-0000-63200		PROGRAMMING-SEP/OCT		73.73
			06-8300-0000-61810		STAFF TRAINING-LIB JOURNAL		1,065.33
			06-8320-0000-63200		PROGRAMMING-NOV/DEC		31.64
			06-8300-0000-65310		ADVERTISING-BUSINESS CARDS		31.63
			06-8300-0000-65310		PRINTED LANYARDS		349.17
			06-8310-0000-63200		PROCESSING		399.13
002606	WHITEHOTS CANADIAN LIBRARY	3552595	Library Collection - Books	018989	09-27-2024	10-11-2024	159.88
			06-8315-0000-65200		Library Collection - Books		159.88
002606	WHITEHOTS CANADIAN LIBRARY	3551316	Library Collection - Books	018989	09-19-2024	10-11-2024	430.24
			06-8315-0000-65200		Library Collection - Books		430.24

Accounts Payable

CHEQUES OCTOBER 07-18, 2024

Vendor 000000 Through 999999

Invoice Entry Date 10-01-2024 to 10-18-2024 Paid Invoices Cheque Date 10-07-2024 to 10-18-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
002606	WHITEHOTS CANADIAN LIBRA	3552081	Library Collection - Books	018989	09-25-2024	10-11-2024	225.55
			06-8315-0000-65200				225.55
002606	WHITEHOTS CANADIAN LIBRA	3552082	Library Collection - Books	018989	09-25-2024	10-11-2024	25.38
			06-8315-0000-65200				25.38
002606	WHITEHOTS CANADIAN LIBRA	3552083	Library Collection - Books	018989	09-25-2024	10-11-2024	43.62
			06-8315-0000-65200				43.62
Unpaid Invoices							0.00
Paid Invoices							10,662.83
Invoices Total							10,662.83
Selected G/L Account Total							10,662.83

Accounts Payable

CHEQUES OCTOBER 21-NOVEMBER 01, 2024

Vendor 000000 Through 999999

Invoice Entry Date 01-01-2024 to 10-31-2024 Paid Invoices Cheque Date 10-21-2024 to 11-01-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
000992	AMAZON.COM.CA INC.	1NLF-FNLQ-3WRD	Export fee refund	019051	10-13-2024	10-31-2024	-6.28
			06-8320-0000-63200 Export fee refund				-6.28
000992	AMAZON.COM.CA INC.	CA413KUIQHESI	DI - Programming Video Games	019051	10-07-2024	10-31-2024	80.74
			06-8340-0000-63200 DI - Programming Video Games				80.74
000992	AMAZON.COM.CA INC.	CA41PFER9R78I	DI - Programming video games	019051	10-07-2024	10-31-2024	160.34
			06-8340-0000-63200 DI - Programming video games				160.34
000992	AMAZON.COM.CA INC.	CA41Z9IM8IWI	Programming - OPLW	019051	10-14-2024	10-31-2024	16.94
			06-8320-0000-63200 Programming - OPLW				16.94
000992	AMAZON.COM.CA INC.	CA429TIXN16I	Programming - OPLW	019051	10-14-2024	10-31-2024	7.67
			06-8320-0000-63200 Programming - OPLW				7.67
000992	AMAZON.COM.CA INC.	CA42KOMZSACCUI	Programming - OPLW	019051	10-11-2024	10-31-2024	27.27
			06-8320-0000-63200 Programming - OPLW				27.27
000992	AMAZON.COM.CA INC.	CA42OGLH4ACCUI	Office Supplies	019051	10-23-2024	10-31-2024	37.98
			06-8300-0170-63210 Office Supplies				37.98
000992	AMAZON.COM.CA INC.	CA42W4MKDT8I	Special Collections - Puzzles	019051	10-22-2024	10-31-2024	33.55
			06-8310-0000-65200 Special Collections - Puzzles				33.55
000992	AMAZON.COM.CA INC.	CA433C06QA0I	Office Supplies - Counters	019051	10-10-2024	10-31-2024	22.36
			06-8300-0000-63210 Office Supplies - Counters				22.36
000992	AMAZON.COM.CA INC.	CA43R38HFVMSI	Office Supplies - Counters	019051	10-10-2024	10-31-2024	19.76
			06-8300-0000-63210 Office Supplies - Counters				19.76
000992	AMAZON.COM.CA INC.	CA44F6VHEHMI	DI - Switch Assec	019051	10-10-2024	10-31-2024	34.57
			06-8340-0000-63200 DI - Switch Assec				34.57
000992	AMAZON.COM.CA INC.	CA4ETSVBWQI	Office Supplies - Tape	019051	10-23-2024	10-31-2024	53.34
			06-8300-0170-63210 Office Supplies - Tape				53.34
000992	AMAZON.COM.CA INC.	CA4H3UWMEO0SI	Office Supplies - MBE	019051	10-23-2024	10-31-2024	22.40
			06-8300-0000-63210 Office Supplies - MBE				22.40
000992	AMAZON.COM.CA INC.	CA4H9JFRDL4I	DI - Switch Assec.	019051	10-10-2024	10-31-2024	33.43
			06-8340-0000-63200 DI - Switch Assec.				33.43
000992	AMAZON.COM.CA INC.	CA4IJIBLVYUI	Programming - OPLW	019051	10-14-2024	10-31-2024	10.72
			06-8320-0000-63200 Programming - OPLW				10.72
000992	AMAZON.COM.CA INC.	CA4M65EMW22I	Special Collections - Puzzles	019051	10-22-2024	10-31-2024	32.73
			06-8310-0000-63200 Special Collections - Puzzles				32.73
000992	AMAZON.COM.CA INC.	CA4M6IEMW22I	Special Collections - Puzzles	019051	10-22-2024	10-31-2024	42.93
			06-8310-0000-63200 Special Collections - Puzzles				42.93
000992	AMAZON.COM.CA INC.	CA4NCUG06BYI	Van - Key fob batteries	019051	10-21-2024	10-31-2024	12.42
			06-8360-0175-63300 Van - Key fob batteries				12.42
Vendor Total							642.87
001318	CITY OF STRATFORD-STRATF24-38		PCIN - Shared Database License	019002	10-09-2024	10-24-2024	3,079.74
			06-8340-0000-63200 PCIN - Shared Database License				3,079.74
004380	EXCEL BUSINESS SYSTEMS	527543	Printer - Toner	019059	10-24-2024	10-31-2024	715.29

Accounts Payable

CHEQUES OCTOBER 21-NOVEMBER 01, 2024

Vendor 000000 Through 999999

Invoice Entry Date 01-01-2024 to 10-31-2024 Paid Invoices Cheque Date 10-21-2024 to 11-01-2024

Vendor Number	Vendor Name	Invoice Number	Invoice Desc	Chq Nbr	Invoice Date	Entry Date	Amount
			06-8300-0170-65340	Printer - Toner			715.29
001762	LIBRARY BOUND INC.	30201524	Delivery	019021	10-17-2024	10-24-2024	660.83
			06-8300-0000-65320	Delivery			18.27
			06-8315-0000-65200	Library Collection - Books			642.56
001762	LIBRARY BOUND INC.	30201525	Delivery	019021	10-17-2024	10-24-2024	134.78
			06-8300-0000-65320	Delivery			2.76
			06-8314-0000-65200	Library Collection - DVDs			132.02
001762	LIBRARY BOUND INC.	30200175	Delivery	019021	10-03-2024	10-24-2024	561.04
			06-8300-0000-65320	Delivery			17.72
			06-8315-0000-65200	Library Collection - Books			543.32
001762	LIBRARY BOUND INC.	30200177	Delivery	019021	10-03-2024	10-24-2024	178.46
			06-8300-0000-65320	Delivery			3.32
			06-8314-0000-65200	Library Collection - DVDs			175.14
001762	LIBRARY BOUND INC.	30200817	Delivery	019021	10-10-2024	10-24-2024	562.34
			06-8300-0000-65320	Delivery			14.95
			06-8315-0000-65200	Library Collection - Books			547.39
001762	LIBRARY BOUND INC.	30200818	Delivery	019021	10-10-2024	10-24-2024	54.63
			06-8300-0000-65320	Delivery			1.11
			06-8314-0000-65200	Library Collection - DVDs			53.52
Vendor Total							2,152.08
004060	SPECTRUM GRAPHICS & APP.132145		Programming - OPLW	019041	10-17-2024	10-24-2024	387.75
			06-8320-0000-63200	Programming - OPLW			387.75
003194	WHELAN, ELLEN - PETTY CAS 2024-10		Newspapers - Globe & Mail	051411	10-11-2024	10-24-2024	248.80
			06-8313-0000-65200	Newspapers - Globe & Mail			30.46
			06-8300-0000-63210	Office Supplies - SRC			32.71
			06-8300-0000-65330	Postage - ILLO stamps			11.19
			06-8320-0000-63200	Programming - Sept/Oct			174.44
002606	WHITEHOTS CANADIAN LIBRA 3554897		Library Collection - Books	019048	10-16-2024	10-24-2024	643.65
			06-8315-0000-65200	Library Collection - Books			643.65
002606	WHITEHOTS CANADIAN LIBRA 3556282		Library Collection - Books	019094	10-24-2024	10-31-2024	230.95
			06-8315-0000-65200	Library Collection - Books			230.95
Unpaid Invoices							0.00
Paid Invoices							8,101.13
Invoices Total							8,101.13
Selected G/L Account Total							8,101.13

2025 BOARD MEETING SCHEDULE

North Perth Public Library

The North Perth Public Library Board meets the second Tuesday of the month at 7pm in-person at the North Perth Municipal Committee Room.

Scheduled agendas and meeting minutes are found posted in all NPPL branches, on the NPPL website, and on The North Perth Municipal webpage.

2025 Meeting Dates:

January 14

February 11

March 11

April 8 (at call of chair)

May 13

June 10

July 8 (at call of chair)

August 12 (at call of chair)

September 9

October 14

November 11

December 9 (at call of chair)

Notice of change to the meeting dates or special meetings will be placed on the NPPL website as well as the Municipal website.





North Perth Public Library

Policy Recommendations Nov 12, 2024

Background:

The North Perth Public Library Board has a schedule for policy review and updates in the annual board workplan. Additionally, whenever new information is presented, policies are presented to the board in a timely manner to reflect said information.

OP-13 Information Services:

- Formatting changes to fit with the new brand, word clean up

OP-15 Exhibits and Displays:

- Formatting changes to fit with the new brand, word clean up
- Blended this policy with OP-14 Community Information. Policy name will transition to "Displays, Exhibits and Community Information."
- Added new section on digital information sharing
- Updated Liability Waiver to reflect the new brand and to encompass both application/waiver components

Recommendation:

It is recommended THAT:

The North Perth Public Library Board accept and approve the referenced policies – with any indicated changes from discussion.



OP-13 Information Services

POLICY PURPOSE

The North Perth Public Library's (NPPL) information services connect people with print and electronic resources to fulfil their informational, educational, cultural and recreational needs.

POLICY DETAILS

- All users seeking information will be treated equally regardless of sex, age, ability, and ethnicity.
- The staff will respect and protect the confidential nature of requests for information, as per OP-04 **Protection of Patron Privacy** Confidentiality and Protection of Privacy.
- The staff will answer all reference and readers' advisory questions efficiently, accurately and as completely as possible in a manner that is in accordance with FN-03 Intellectual Freedom.
 - ~~• If the staff is unable to completely answer the question immediately, arrangements will be made to provide the information within an agreed-upon time period.~~
- The staff will assist the user in finding information and will provide instruction on how to use the library's resources based on the **patron's** customer's needs. If it is not possible to find an answer using the library's own resources, staff will refer customers **patrons** to other community agencies and resources as appropriate.

- In the course of reference duties, a staff member may provide information from medical, legal, or financial sources. Staff will do so readily but will not offer any advice or interpretation of the information provided.

RELATED DOCUMENTS

- NPPL FN-03 Intellectual Freedom
- NPPL OP-04 Protection of Patron Privacy

SCOPE:

This policy applies to the NPPL Board, staff, patrons, and users of library services

Approved by the Library Board: June 2018

Revised: Sept 2021, Nov 12, 2024

NORTH PERTH PUBLIC LIBRARY

Operational Policy

OP-15 Exhibits, Displays and Community Information



POLICY PURPOSE

The North Perth Public Library (NPPL) acknowledges its role in connecting our community with information. This policy outlines how the NPPL chooses to temporarily exhibit artwork, or property not owned by the Library in order to support local initiatives and organizations, create welcoming spaces, and encourage visits to the Library.

KEY POINTS SUMMARY

- The display of art and community information at the Library is approved by Library staff based on a set of guidelines including subject matter, space, size, community interest and alignment with NPPL's policies and other relevant legislation.
- Artist(s) or Exhibitor(s) must complete an application and sign the liability waiver to use the Library space to display their works.
- Digital content posted on social media and the Library's website follows the same guidelines as print community information.
- Political information cannot be displayed or distributed at the library with a few exceptions.

POLICY DETAILS

Art Exhibits and Displays Applications

Artist(s) or Exhibitor(s) seeking to display their art at the library are welcome to submit an application via the fillable form in [Appendix A](#) or the online form via our website ([link](#))

All applications are reviewed by library staff on an ongoing basis using the following selection criteria:

- Space
- Size
- Community interests and needs
- Relation to library services and programs
- Alignment with NPPL's policies and municipal, provincial and federal legislation such as the Human Rights Code.

Preference will be given to those who work or live in Perth County.

Exhibit space is available on the main floor of the Listowel Branch and the space considerations are outlined in the Art Exhibits and Displays Guidelines section.

Art Exhibits and Displays Guidelines

Subject Matter

The Library reserves the right to judge the suitability of objects submitted for exhibition and may refuse to exhibit an item it deems unsuitable. Criteria for refusal to exhibit an item may include:

- Size of item
- Content of item
- Item is contrary to NPPL's policies or municipal, provincial and federal legislation such as the Human Rights Code

Space

- Placement of the exhibit is at the sole discretion of the Library.

- The Library will not display any item that requires physical alterations to facilities, but may accept items that are free-standing or in display cases provided by the artist.
- The Listowel Branch offers three display cases. Each case is approximately 2' 6" L X 3' 6" W with adjustable shelves.

Installation and Removal

Artist(s) or Exhibitor(s) are responsible for the set-up and removal of their displays on agreed upon dates. No installation will be made until a signed Art Display Space Application is received and approved by Library staff.

Artist(s) and Exhibitor(s) will provide a list of pieces in the display and descriptive signs/labels for each of the pieces. Library staff cannot act as guides for exhibits.

Each display or exhibit shall also include information indicating who prepared it and who to contact for further information.

Liability

- The Library accepts no responsibility for supervision of displays and is not responsible for lost, damaged or stolen items.
- Artist(s) or Exhibitor(s) will assume all insurance coverage and liability at their own expense.
- All Artist(s) or Exhibitor(s) are required to sign a waiver absolving the NPPL Board of all claims and damages incurred as a result of the Exhibit – see [Appendix A](#)
- In the case of group displays, the contact artist or exhibitor is responsible for communicating information contained in this document to all parties.

Sales

- Artist(s) or Exhibitor(s) may leave business cards with their exhibit. Prices may not be displayed on the items.
- Customers interested in purchasing artworks must contact the artist directly.

Promotion

- The Artist(s) or Exhibitor(s) agrees that the Library has the right to photograph the Artist(s), their work and exhibit(s) for publication, promotion and documentation; this includes the Library website, media and social media outlets.

Community Information Guidelines

Subject Matter

- The NPPL will collect and keep current information on the services of community agencies and organizations. This includes:
 - Municipal services
 - Community groups
 - Education organizations
 - Health and social service agencies, and
 - Religious, recreation and cultural institutions
- The Library will prioritize the promotion of the programs and services of itself and the Municipality of North Perth.
- Information about events that serve the needs of North Perth will be posted on the Community Events bulletin board.
- The display of material does not constitute the endorsement of any group by the Library or the Municipality of North Perth.
- The Library will not display or distribute the following:
 - Material that contravenes Municipality of North Perth by-laws, the Ontario Human Rights Code, or federal or provincial laws and regulations
 - Retail or wholesale advertisements, private notices, personal services and information about for-profit events
 - Material that advocates a particular political, religious or philosophical position
 - Material, as deemed by staff, not relevant to the community
 - Multiple copies of the same posting on the bulletin board

- Any complaints or appeals will be resolved by the Chief Executive Officer (CEO) or designate.

Maintenance of the Community Board

- The amount of information that may be displayed is dependent on space available and may vary by location.
- Library staff will place, post, and remove all materials at the relevant public information spaces (community events board, brochure racks, etc.)
- The Library does not return unsolicited material or notify a group if their material is not acceptable for any reason, including lack of space.
- All material becomes the property of the Library and the Library reserves the right to dispose of material as it sees fit.

Election Campaign Material

Material whose primary focus is partisan or political in nature cannot be displayed or distributed in the library with the following exceptions:

- Political materials when it announces meetings and forums for discussion of community issues
- During an election the Library will provide an area where all candidates may make available up to 25 copies of their campaign brochures

Electronic Information Sharing

The Library may share community information via its website and social media channels as a way of engaging with community members, patrons and partner organizations, and as an extension of its welcoming and community-minded approach.

The Library approaches online communications consistent with its in-person service delivery, and for the following purposes:

- To deliver library-related information and services
- To promote library collections, programs, events and partnerships

- To raise awareness of community events
- To support municipal and other government public service initiatives

RELATED DOCUMENTS

- OP-04 Confidentiality and Protection of Privacy
- OP-17 Library and Political Elections
- FN-03 Intellectual Freedom County of Perth Joint Accessibility Plan
- Waiver of Liability

SCOPE

This policy applies and affects the NPPL Board, staff, third parties, patrons and volunteers.

This policy incorporates *OP-14 Community Information* and makes it moot.

Approved by the Library Board: Reviewed: 2005, 2007, 2013, 2014, June 12, 2018, August 2021, June 2021, June 13, 2023, June 11, 2024

North Perth Public Library
APPLICATION FOR USE OF
LIBRARY ART DISPLAY SPACE



Date
Contact Person/Applicant
Contact information (email/phone)
Description of proposed exhibit for the benefit of the public
Provide a brief biography, outlining your background
Dates requested for exhibit
Dates confirmed (for staff use)

Waiver of Liability

This waiver of liability between the exhibitor and the North Perth Public Library Board waives any liability on the part of the Board or its employees with regard to the public display by the undersigned of his/her exhibit at the North Perth Public Library.

I, the above named, have read the Exhibits and Displays Policy and hereby assume all risks and hazards associated with displaying any artwork/exhibit at the North Perth Public Library.

I hereby expressly release and hold harmless the North Perth Public Library Board and staff from any and all claims which I may have against them resulting from damage, loss or theft of the items I am voluntarily submitting.

Applicant signature

Date:

Signature/Signature of Parent/Guardian (if under 18 years old):

Signature of Library Staff



Manager of Branch Experience Report

MONTHLY REPORT FOR OCTOBER 2024

BRANCH BUZZ: ONTARIO PUBLIC LIBRARY WEEK, 2024

We hosted week-long events across our three branches to recognize Ontario Public Library Week.

Our celebrations featured:

- a photo area,
- a visit from Pete the Cat,
- the launch of our new library cards,
- gift basket draws,
- scavenger hunt,
- library swag giveaways,
- a storywalk and more!

Our downtown location allowed us to catch the attention of walkers and drivers during our event (we even had a few drivers do a U-turn to get a photo with Pete!)

Library staff engaged with 406 individuals through these activities, and patrons were encouraged to switch their old card to our new design at no charge. We continue to introduce and weave our fresh branding into all elements of programming and our spaces.



Local hockey team with Pete the Cat, Monkton Branch

PROGRAMS

The Perth County Reads initiative wrapped up in October with a collection of related programming for all ages. From Wilderness and Foraging, to a community book talk, concluding with an in-person event at the Listowel Branch with author, Drew Hayden Taylor. Starbucks Listowel donated coffee and treats, and Betty's Bookshelf from St. Mary's sold books as part of the event which all contributed to the inviting atmosphere.

We had a full room of 30 engaged participants and many participants expressed their satisfaction with the event!

Staff supported the first meeting of the OPP Book Club at Listowel Branch, and we hosted a new service pop-up in our spaces: Adult Learning Programs of Perth who aim to support adults looking to improve essential skills like reading, writing, math and technology.

COMMUNITY OUTREACH

Library staff set up a booth at the Listowel Cyclones game to promote PC Reads, Cold, and the library as a whole. This felt like a natural connection given the hockey references throughout the novel, and staff were able to connect with ~30 individuals.

Popping up in atypical locations like the arena allows us to engage with new audiences and to raise awareness on what the library offers beyond books.

Patron visits

Items circulated / renewed

Program attendees

New library cards

October

5118

8788

30

865

54

LISTOWEL	2024	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Check outs		5041	4997	5342	4778	4357	4268	6854	6065	4701	4,799			51202
Renewals		3125	2903	3412	3388	3307	2899	3394	3972	3985	3285			33670
Traffic		3788	3640	4494	4104	4426	3964	5093	4972	4450	4531			43462
Membership		8141	8168	8227	8281	8329	8393	8443	8492	8560	8606			8606
Active		2556	2580	2606	2627	2634	2659	2646	2646	2669	2674			2674
Programs	Adult	121	102	134	197	381	112	68	46	78	151			1390
	Youth	103	88	370	105	650	350	255	179	61	228			2389
Passive Programs		0	29	266	0	195		N/A	N/A	254	185			929
Volunteer hours		28.5	12	12.75	20	10	8	9	10	12	12			134.25
Room Bookings		17	23	21	21	19	18	10	13	8	4			154
ATWOOD														
ATWOOD	2024	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Check outs		340	187	196	249	164	177	245	302	193	278			2331
Renewals		232	226	187	126	288	173	172	221	266	162			2053
Traffic		102	86	102	108	97	156	186	249	147	159			1392
Membership		609	611	610	613	616	617	624	628	629	633			633
Active		170	170	167	169	169	173	175	180	181	181			181
Programs	Adult	9	8	9	9	10	17	20	0	8	29			119
	Youth	5	0	0	0	9	39	46	26	0	8			133
Passive Programs		0	10	23	0	17	1	N/A	N/A	16	17			84
MONKTON														
MONKTON	2024	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Check outs		291	315	365	304	281	249	405	315	243	316			3084
Renewals		327	184	304	338	235	209	221	266	259	226			2569
Traffic		290	354	412	156	167	156	272	197	134	428			2566
Membership		413	413	413	414	416	416	419	424	424	428			428
Active		143	143	147	149	146	145	146	148	148	149			149
Programs	Adult	22	27	17	28	26	16	20	8	22	49			235
	Youth	19	7	19	0	9	0	51	12	0	20			137

Passive Programs			10	103	0	10	0	N/A	N/A	9	51			183
ILLO Borrowed		40	44	43	38	53	25	29	20	32	32			356
ILLO Loaned		47	57	47	61	43	43	49	0	0	61			408

Coordinator of Digital Initiatives Report

REPORT FOR OCT 2024

ONTARIO PUBLIC LIBRARY WEEK

For the Celebrate and Connect event, NPPL created branded pins, temporary tattoos, had branded colour changing pencils, brochures, calendars, and were found under a branded tent with a bold branded tablecloth. The brand was VISIBLE! This event also launched the new library cards with the breakaway, featuring our brand and colours. Slowly but surely, the brand is becoming recognized in our community.

PERTH COUNTY READS

All members of PCIN joined together to create a community reads initiative. NPPL marketed the entire campaign for the 5 libraries involved. This included posters, social media posts/reels, ballots, bookmarks, website banners and more. Work began for this initiative in June, however, the majority of the program and events took place in October, making this initiative a priority for this month.

6600

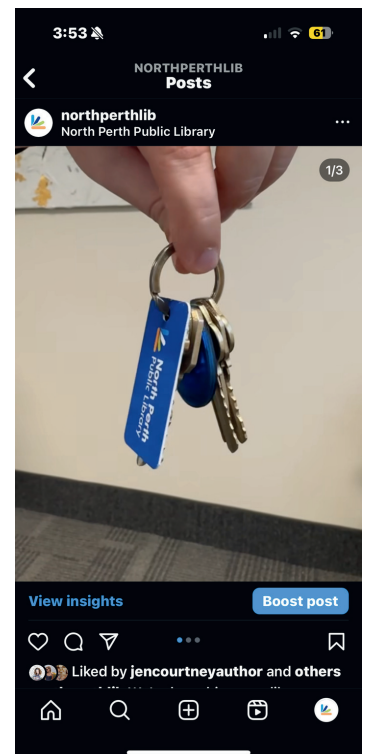
REACHED ON
FACEBOOK

3662

WEBSITE USERS

2000

REACHED ON INSTAGRAM



737

WIFI USERS

42

ANCESTRY USERS

33

22

TECH LESSONS

3424

OVERDRIVE CHECKOUTS

User "home"	Check out branch	Date											Average	Average percentage	
		31-Jan-24	29-Feb-24	30-Mar-24	30-Apr-24	31-May-24	30-Jun-24	31-Jul-24	31-Aug-24	30-Sep-24	31-Oct-24				
Listowel	Listowel	595	612	663	650	631	670	758	748	742	718			678.70	88.72%
Listowel	Atwood	15	12	13	18	15	13	19	15	16	10			14.60	1.91%
Listowel	Monkton	12	17	12	13	11	9	8	9	5	10			10.60	1.39%
Atwood	Atwood	25	26	26	30	23	25	33	36	27	28			27.90	3.65%
Atwood	Listowel	19	25	26	24	21	26	36	34	33	24			26.80	3.50%
Atwood	Monkton	6	6	5	2	4	5	3	1	4	5			4.10	0.54%
Monkton	Monkton	28	35	36	27	35	38	40	39	32	35			34.50	4.51%
Monkton	Listowel	6	7	9	8	6	7	8	7	8	4			7.00	0.92%
Monkton	Atwood	2	1	1	1	1	2	2	2	0	0			1.20	0.16%
Perth East	North Perth	9	8	4	5	1	4	8	5	7	10			6.10	0.80%
Stratford	North Perth	4	9	8	8	8	5	4	7	6	4			6.30	0.82%
West Perth	North Perth	2	2	3	2	1	1	0	1	1	3			1.60	0.21%
St. Mary's	North Perth	3	2	1	1	1	1	0	0	0	0			0.90	0.12%
Total		726	762	807	789	758	806	919	904	881	851	0	0	765	

PCIN Strategic Plan 2024 – 2027

Mission

Connecting community collaboratively across the Perth County network of libraries by leveraging our strengths.

Vision

Beyond the Traditional

Values

Opportunity; Lifelong Learning; Partnerships; Community; Inclusivity; Social Investment; Innovation; Connection; Literacy; Discovery

Priorities

Grow the PCIN Brand

Raise the level of public awareness of what PCIN is and does, through joint marketing and outreach initiatives that showcase the breadth of resources we provide together.

Support each Library's Voice

Ensure that each PCIN library is equitably included in decisions affecting system-wide resources. Our libraries contribute valuable perspectives unique to our individual communities that improve access for all.

Build the Sprit of Community

Foster organizational partnerships that allow everyone to explore and enjoy the varied resources in and around Perth County.

Sustain PCIN as an Entity

Invest in PCIN libraries through staff training, enhanced technologies and expanded collections. Our combined efforts provide our patrons and visitors with maximum access to current resources relevant to their needs and interests.



2025 BOARD MEETING SCHEDULE

North Perth Public Library

The North Perth Public Library Board meets the second Tuesday of the month at 7pm in-person at the North Perth Municipal Committee Room.

Scheduled agendas and meeting minutes are found posted in all NPPL branches, on the NPPL website, and on The North Perth Municipal webpage.

2025 Meeting Dates:

January 14

February 11

March 11

April 8 (at call of chair)

May 13

June 10

July 8 (at call of chair)

August 12 (at call of chair)

September 9

October 14

November 11

December 9 (at call of chair)

Notice of change to the meeting dates or special meetings will be placed on the NPPL website as well as the Municipal website.

