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**RED DEER LIBRARY BOARD**  
**6:30 p.m. Wednesday, October 26, 2016**  
**Dawe Branch Program Room**

## **AGENDA**

### **Welcome & Chair's Remarks**

### **Conflict of Interest Declaration**

### **Approval of Consent Agenda**

- 42. Approval of Agenda
- 43. Approval of Minutes of the Previous Meeting
- 44. Report from the Planning & Finance Committee
  - a. Approval of Financial Statements of September 30, 2016
- 45. Report from the Personnel & Administration Committee
- 46. Friends of the Library report
- 47. Acceptance of the Managers' reports & Library statistics

### **Items for Decision**

- 44. Planning and Finance Committee
- 45. Personnel and Administration Committee

### **Strategic Discussion and Board Development**

Presentation by Alla Mysko-Henke, Manager, Adult Literacy Program

### **Adjournment**



**RED DEER LIBRARY BOARD**  
**6:30 p.m. Wednesday, September 28, 2016**  
**Waskasoo-Kiwanis Meeting Room**

## **MINUTES**

**Present:** Councillor Tanya Handley, Lionel Lustgarten, Jim Taylor, Colleen Nederlof, Verda Lee Gilchrist, Anita Thomas, Sylvia Bolkowy, Vanessa Gilbertson, and Christina Wilson (CEO)

**Absent:** Mark Waters

### **Welcome & Chair's Remarks**

Jim called the meeting to order at 6:31 p.m. Jim thanked Verda Lee Gilchrist and Sylvia Bolkowy for their years of service on the Red Deer Library Board and wished them well in their retirement. Both Sylvia and Verda Lee were presented with gold library cards as a token of thanks and recognition for their years of service.

### **Conflict of Interest Declaration**

There were no conflicts of interest to declare

**MOTION:** To accept the consent agenda  
GILCHRIST / GILBERTSON/ CARRIED

### **Approval of Consent Agenda**

36. Approval of Agenda
37. Approval of Minutes of the Previous Meeting
38. Report from the Planning & Finance Committee
  - a. Approval of Financial Statements of June 30, 2016
  - b. Approval of Financial Statements of July 31, 2016
  - c. Approval of Financial Statements of August 31, 2016
39. Report from the Personnel & Administration Committee
40. Friends of the Library report
41. Acceptance of the Managers' reports & Library statistics

Correction to 32. a of the June 29, 2016 Board Meeting consent agenda "Approval of Financial Statements of April 30, 2016." to "Approval of Financial Statements of May 31, 2016."

**MOTION:** To accept the amended consent agenda from the June 29, 2016 Board Meeting to read: "32. a. Approval of Financial Statements of May 31, 2016"  
BOLKOWY / HANDLEY / CARRIED

A question was raised as to why there is such a substantial difference in the use of Daisy CD's from June 2015 to June 2016 (60% decrease) and from July 2015 to July 2016 (900% increase). This is due to the fact that the Daisy CD collection is not a large collection and thus, slight changes in the amount of use result in large percentage changes.

### **Items for Decision**

### 38. Planning and Finance Committee

A question was raised regarding rental revenues and what is included in that figure on the Statement of Operations. It was clarified that rental revenues includes monthly rent from Café Noir (which is a percentage of their revenues and therefore fluctuates) and earned income from renting out the Snell Auditorium and Waskasoo / Kiwanis Boardroom.

**MOTION:** To approve the June 30, 2016 financial statements.  
BOLKOWY/ GILCHRIST / CARRIED

**MOTION:** To approve the July 31, 2016 financial statements.  
BOLKOWY / GILCHRIST / CARRIED

A question was raised as to why interest revenue fluctuates from month to month (June to August) even though the cash balance remains stable. It was explained that the interest revenue is affected by timing, and therefore depending on when the interest is calculated during the month, we will see a decrease or increase compared to the previous month and an interest rate decrease, from an average of 1% last year to an average of .7% this year. In addition, our cash balance is higher than normal for this time of year and this is because we received several full grants earlier than previous years (including the Provincial Operating Grant).

**MOTION:** To approve the August 31, 2016 financial statements.  
BOLKOWY / GILCHRIST / CARRIED

### 39. Personnel and Administration Committee

The Committee discussed the idea of early and complete closures on November 4, 2016 for Staff Development Day and December 24, 2016 for Christmas Eve. The Committee recommended that all three branches would be closed on November 4, 2016 for Staff Development Day. The Committee also recommended that on December 24, 2016, the Downtown Branch would stay open until 12:30 p.m., and that the Timberlands and Dawe Branches would close completely, as they normally open at noon on Saturdays, so there is no advantage to opening for a half hour. In previous years, all three branches were typically open until 3:00 p.m. on Christmas Eve in order to be consistent with the City of Red Deer office hours, but since Christmas Eve falls on a Saturday this year, this alignment is not recommended.

**MOTION:** To close the Downtown Branch at 12:30 p.m. and the Timberlands and Dawe Branches all day, on December 24, 2016.  
BOLKOWY / GILBERTSON / CARRIED

Since New Years Eve also falls on a Saturday, the Committee suggested that the Downtown, Timberlands and Dawe Branches be open the same hours as for Christmas Eve.

**MOTION:** To close the Downtown Branch at 12:30 p.m. and the Timberlands and Dawe Branches all day, on December 31, 2016.  
BOLKOWY / GILCHRIST / CARRIED

The Board was informed that Anita and Jim would be conducting informal exit interviews for retiring or resigning Board members after their terms are complete. The City is currently receiving applications from potential Board members and those applications will then be sent to Kim and Christina and forwarded on to the Board for review. The deadline to advise the City

of Red Deer of preferred applicants is October 7, with official appointments happening on October 24.

At 7:33 p.m. Anita Thomas moved to go *in camera*. Discussion followed in regards to the CEO Annual Performance Evaluation completed by the Personnel & Administration Committee. At 8:03 p.m. Anita Thomas moved to come out of camera. Anita read out five recommendations to the Board regarding the CEO Evaluation.

1. Commend Ms. Wilson for a successful year and the achievement of notable outcomes.
2. Encourage Ms. Wilson to continue to develop her communication skills and build trust with the staff and community partners.
3. Encourage Ms. Wilson to develop strategies to effectively delegate to staff and continue to develop staff abilities.
4. Expect Ms. Wilson to ensure that the on-line Board policies (Board site and library web site) are fully up to date before the end of 2016.
5. Increase Ms. Wilson's salary by 3% effective August 6, 2016 to reflect a cost of living increase and successful progress to achieve Board priorities.

**MOTION:** To accept the five recommendations outlined above in regards to the CEO evaluation put forth by the Personnel and Administration Committee.  
THOMAS / HANDLEY / CARRIED

Christina thanked the Board for their support and recognition.

### **Strategic Discussion and Board Development**

Briana Ehnes, Manager, Adult Services, gave a presentation on the Adult Services Department and Red Deer Reads. Briana's presentation focused on how the Plan of Service has influenced her vision for the future of the Adult Services Department, Downtown Branch, and provided direction and a framework on which to base decisions. She outlined how the renovations to Level 2 will affect the Adult Services Department, how they are preparing for the closure of Level 2 and reviewed some issues she anticipates will affect the department in the near future. After her presentation on the Adult Services Department, Briana explained to the Board about the Red Deer Reads campaign and provided an outline of all of the activities that will be taking place during the month of October to promote Red Deer Reads, starting with the Red Deer Reads launch party on September 30, 2016.

### **Adjournment**

Verda Lee motioned to adjourn at 8:10 p.m.

Approved: \_\_\_\_\_

Jim Taylor (Chair)

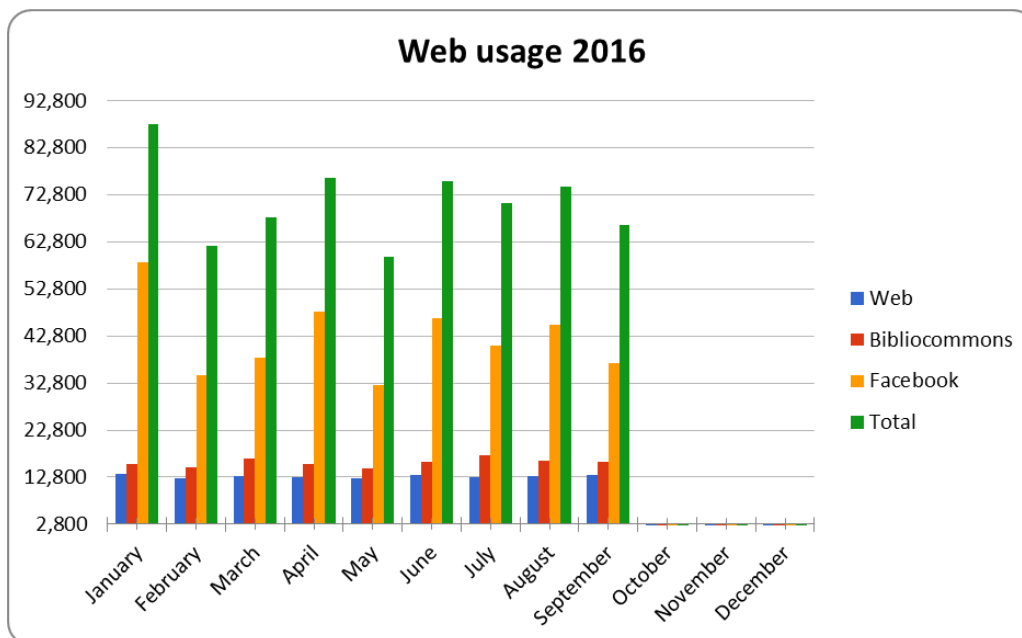
## CEO's Report: September 2016

### Visit a Comfortable Space... Physical

Continuous facilities improvements are taking place, with the replacement, in September of the Downtown Branch's security gate. The new gate is lightweight, sturdy, attractive with the added feature of being able to secure and lock it into the floor. This allows the library portion of the Downtown building to close securely yet allow access to the Snell, public washrooms and the Kiwanis Gallery for special community events.

### .... And virtual

The chart below shows the three activities comprising our "virtual visits" and clearly demonstrates the success of our Social Media Team in nurturing a fresh and engaging social media presence. Visits to the Library's website and use of our social catalogue (Bibliocommons) remain steady throughout 2016. Most virtual visits occur via our Facebook page and the Team develops various campaigns to keep visitors engaged. The Team is now led by Karen Drok, Manager, Timberlands Branch, who assumed Team leadership from Candice Putnam (on maternity leave). Karen formerly added content for Youth Services (YS) and this is now being done by Jana Olson, Youth Services Library Assistant, the newest member to the Team. Other Team members include Claire Brown, Timberlands Branch Library Assistant Jennifer Barritt, Dawe Branch Library Assistant, Trish Klein, Adult Services Coordinator, Janet Pierce, Promotions Assistant, Amy Desjarlais, Manager, Teen Services, Ben Smeets, Digital Literacy Coordinator and Cory Stier, Deputy CEO. Together, they keep our virtual place comfortable and welcoming and popular, as evidenced from the chart below:



### Lifelong Learning and Professional Development

September brought forward several leadership opportunities for Management and Administrative staff that RDPL staff were able to embrace.

- Kim Lennie, Executive Assistant, attended the Leadership Institute of Central Alberta's conference in Red Deer on September 19, 2016. This year's theme was networking.
- Jill Griffiths, Manager, Youth Services, and I worked with Amy Desjarlais and Briana Ehnes, Manager, Adult Services, on their successful applications to the prestigious Northern Exposure to Leadership Institute (NELI) program, taking place in December. This rigorous program is uniquely aimed at newer library professionals and counts many outstanding Canadian (and U.S.) library leaders among its graduates, over its 14 years of existence.
- Cory Stier was accepted into Public Library Leaders Program (PLLP). An 18-month, limited enrolment program focused on growing the next generation of senior-level public library leaders, it is jointly offered by Canadian Urban Libraries Council (CULC) and the University of Toronto's iSchool. This is the third cohort of the leadership program.

### Community ... Celebrating the Arts

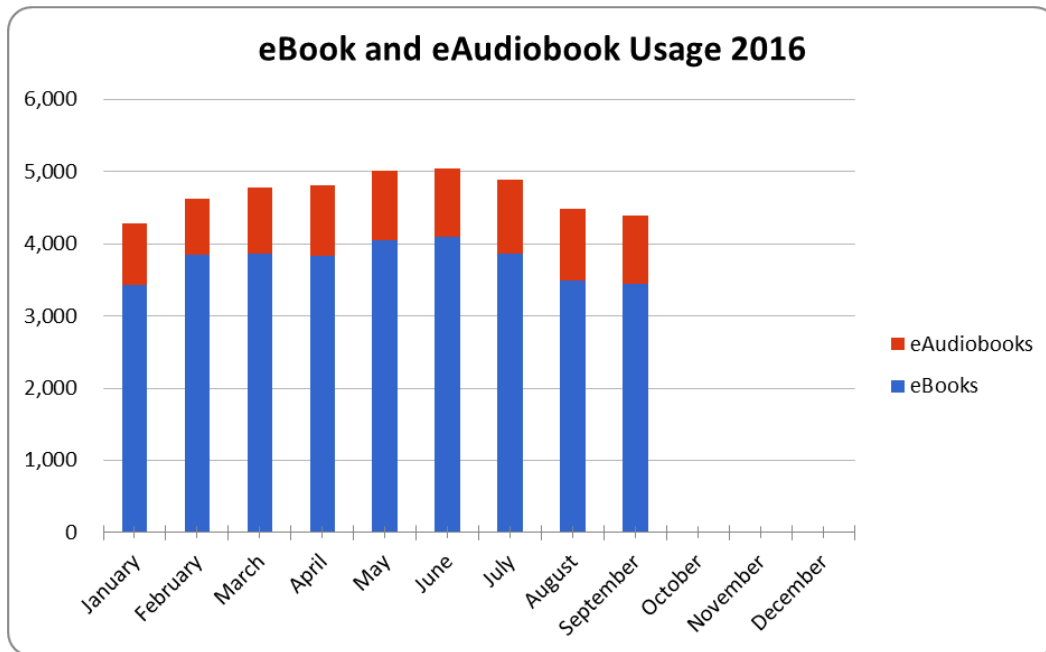
RDPL staff participated in the planning of Red Deer's Culture Days Celebration, September 30 to October 2, 2016, along with many community partners such as Red Deer and District Arts Council, City of Red Deer's Culture Services, Museum and Art Gallery (MAG), Central Alberta Refugee Effort and many others. To acknowledge the Library's ongoing involvement in the planning and to help kick off the weekend of celebrations, we were invited to meet the Minister of Culture, the Honourable Ricardo Miranda, who stopped by the Attribute Art School in Downtown Red Deer to check out the various events. Pictured are Library Board member, Tanya Handley and I presenting Minister Miranda with his own copy of *The Outside Circle* and inviting him to officially join Red Deer Reads, our community wide book club, which was launched at the Timberlands Branch later that day. As you can see, the Minister was delighted to receive his own copy of the book and even asked to be invited to the author event on Friday, October 28 at 7 pm.



### RDPL by the Numbers:

Overall circulation, program attendance, public access computer use and visits (both physical and virtual) all up over September 2015. Three items of special note are Dawe's circulation increase compared to last year, all physical and virtual locations hitting the **one million visitor mark** and Adult Ebook use increases. Upon a closer review, this latter shows an increasing trend in eAudiobook use, and in particular, the popularity of streaming eBooks and

eAudiobooks as shown in the chart below in which eAudiobooks use is close to one-fifth of overall eBook use.



Both material types are provided from 3 platforms: Overdrive, Naxos Spoken Word and Hoopla. RDPL funds the first two products; Hoopla is funded by the Public Library Services Branch (PLSB). Hoopla and Naxos are streaming services, which are a different model of use. Streaming allows immediate access to the title, whereas Overdrive titles are “borrowed” and so may not be immediately available, although a hold can be placed. Hoopla also streams music, movies and eBooks (including comics), but our data shows that Red Deer’s library cardholders have embraced Hoopla’s collection of popular eAudiobook titles. The chart shows the beginnings of a dip in use over the last 2 months which coincides with a change in the Hoopla service. The monthly download limit for cardholders was reduced to 2 (from 5) to stretch our limited budget until the end of the year and to allow a continuation of service. We’ve received a top-up of PLSB funds, but will continue the 2 download limit until the end of the year as we monitor use and consider the viability of the service model. Credit is due to Cory Stier, for preparing these charts and keeping a close eye on our electronic resources budget.

## Library Statistics – September 2016

	Sept 2016	Sept 2015	% Difference	2016 YTD	2015 YTD	% Difference
<b>CIRCULATION</b>						
<b>Total Circulation</b>	80,737	75,164	7.4%	699,811	649,677	7.7%
<b>Adult Materials</b>	39,967	37,662	6.1%	356,653	325,314	9.6%
<b>Paperback</b>	1,720	1,909	-9.9%	15,694	18,737	-16.2%
<b>Fiction</b>	5,078	5,777	-12.1%	48,773	50,222	-2.9%
<b>Non-Fiction</b>	3,850	3,311	16.3%	37,901	30,525	24.2%
<b>Large Print</b>	1,626	1,142	42.4%	12,184	10,910	11.7%
<b>Teen</b>	3,141	2,774	13.2%	27,210	26,023	4.6%
<b>Audio-visual</b>	19,109	18,035	6.0%	170,009	151,203	12.4%
<b>Magazines</b>	954	936	1.9%	8,727	8,164	6.9%
<b>Other Languages</b>	17	13	30.8%	380	189	101.1%
<b>Daisy CDs</b>	72	21	242.9%	881	601	46.6%
<b>eBooks</b>	4,174	3,744	11.5%	34,668	28,740	20.6%
<b>Children's Materials</b>	17,574	18,627	-5.7%	167,916	173,056	-3.0%
<b>Paperback</b>	1,593	1,833	-13.1%	15,232	15,804	-3.6%
<b>Non-Fiction</b>	1,395	1,537	-9.2%	14,152	14,857	-4.7%
<b>Other Languages</b>	414	393	5.3%	3,061	2,893	5.8%
<b>Fiction</b>	1,314	1,610	-18.4%	13,366	13,909	-3.9%
<b>Easy</b>	7,256	7,285	-0.4%	61,881	64,687	-4.3%
<b>Audio-visual</b>	4,973	5,308	-6.3%	50,356	50,382	-0.1%
<b>Magazines + Comics</b>	405	450	-10.0%	4,611	4,413	4.5%
<b>eBooks</b>	224	211	6.2%	5,257	6,111	-14.0%
<b>Timberlands Circ</b>	6,938	5,275	31.5%	59,126	43,219	36.8%
<b>Dawe Circulation</b>	16,258	13,600	19.5%	116,116	108,088	7.4%
<b>Visits-Timberlands</b>	4,666	4,000	16.7%	42,262	35,125	20.3%
<b>Downtown</b>	27,778	26,455	5.0%	238,593	195,459	22.1%
<b>Dawe</b>	13,680	13,707	-0.2%	119,935	113,600	5.6%
<b>Website Visits</b>	66,389	67,541	-1.7%	641,473	417,015	53.8%
<b>Total Visits</b>	107,847	107,703	0.1%	1,000,001	746,950	33.9%
<b>Interlibrary Loans</b>						
<b>ILL In</b>	500	329	52.0%	3,905	2,941	32.8%
<b>ILL Out</b>	226	204	10.8%	2,133	1,861	14.6%
<b>Total</b>	726	533	36.2%	6,038	4,802	25.7%
<b>New Memberships</b>	830	1381	-39.9%	7,736	8,305	-6.9%
<b>Renewals</b>	165	180	-8.3%	1,564	1,742	-10.2%
<b>Total</b>	995	1,561	-36.3%	9,300	10,047	-7.4%



	<b>Sept 2016</b>	<b>Sept 2015</b>	<b>% Difference</b>	<b>2016 YTD</b>	<b>2015 YTD</b>	<b>% Difference</b>
<b>REFERENCE</b>						
<b>Adult Total</b>	6,757	7,939	-14.9%	61,383	56,786	8.1%
<b>Juv Total</b>	1,545	1,707	-9.5%	16,304	16,048	1.6%
<b>Timberlands Total</b>	565	644	-12.3%	5,778	4,869	18.7%
<b>Dawe Total</b>	1,226	1,505	-18.5%	10,109	11,005	-8.1%
<b>Total Ref</b>						
<b>Questions</b>	10,093	11,795	-14.4%	93,574	88,708	5.5%
<b>Database Queries</b>	1,849	1,498	23.4%	17,115	16,302	5.0%
<b>Total Questions</b>	11,942	13,293	-10.2%	110,389	105,010	5.1%
<b>PROGRAMS</b>						
<b>Adult Programs</b>	17	18		148	144	
<b>Attendance</b>	220	283		1,898	1,849	
<b>Youth Programs</b>	41	38		399	400	
<b>Attendance</b>	744	964		11,883	10,642	
<b>TL Programs</b>	58	57	0	651	539	
<b>Dawe Programs *</b>	85	92		715	545	
<b>Attendance</b>	1,497	1,775		14,827	11,733	
<b>TL Attendance</b>	1,202	1,173		13,382	10,911	
<b>Library Programs</b>	201	205	-2.0%	1,913	1,628	17.5%
<b>Attendance</b>	3,663	4,195	-12.7%	41,990	35,135	19.5%
<b>VOLUNTEER HOURS</b>						
<b>Friends</b>	9	28		374	425	
<b>Library *</b>	727	549		7,260	5,673	
<b>Library Board</b>	43	93		410	445	
<b>Total</b>	779	670	16.3%	8,044	6,543	22.9%
<b>PUBLIC INTERNET</b>						
<b>Timberlands</b>	292	335		2,833	2,715	
<b>Adult Sessions</b>	2,746	2,858		25,405	24,401	
<b>Youth Sessions</b>	644	302		4,182	2,676	
<b>Dawe Sessions</b>	1,239	1,191		10,252	10,651	
<b>Total Sessions</b>	4,921	4,686	5.0%	42,672	40,443	5.5%
<b>* Includes</b>						
<b>Adult Literacy</b>						
<b>Stats</b>						
<b>Tutors</b>	150	99	51.5%			
<b>Hours</b>	682	496	37.5%	6,159	5,045	22.1%
<b>Students</b>	254	130	95.4%			
<b>Hours</b>	800	496	61.3%	6,278	4,852	29.4%

## Red Deer Public Library Managers Reports - September 2016

### 1. Create Young Readers: Early Literacy

#### *RDPL Activity / Outcome for this period:*

- Downtown Children's staff performed puppet shows, rhymes and stories at the Aspire Special Needs School Fall Fun Fair to over 50 primarily preschool children and their families.

### 2. Express Creativity: Create and Share Content

#### *RDPL Activity / Outcome for this period:*

- There was a nice article in the September 18, 2016 issue of the Red Deer Advocate that featured Ben Smeets, Digital Literacy Coordinator and Jennifer Barritt, Dawe Branch Library Assistant, and some enthusiastic participants (see picture to the left).
- RDPL is one of many libraries across Canada participating in Science Literacy Week (SLW). SLW activities are highlighted in the fall LinQuarterly with a maple leaf logo. Lucinda Sheardown, Dawe Branch Library Assistant, initiated SLW celebrations at Red Deer Public Library by enthusing staff across all branches.



#### Red Deer Advocate - At the confluence of science and video games

Ben Smeets, Digital Literacy co-ordinator of the Red Deer Public Library, said the reaction from the kids has been really encouraging.

REDDEERADVOCATE.COM

### 3. Satisfy Curiosity: Lifelong Learning

#### *RDPL Activity / Outcome for this period:*

- Dawe Branch and Cosmos Community Disability Services Foundation co-sponsored a new community literacy program for persons with developmental disabilities in the central Alberta region. The Dawe Branch ensures that Cosmos staff are trained and have access to the literacy resources, and Cosmos staff works with their clients who would like to increase their literacy skills. This new two days a week program will be evaluated in December. The need for persons with developmental disabilities to have a literacy program in Red Deer was recognized a while ago and the Dawe Branch staff are happy to be able to help. There were 8 sessions held in September (2 sessions per week) with 14 participants who attended every session.
- Jill Griffith, Youth Services Manager, met with Diane Gardipy, Cultural Family Educator at the Red Deer Native Friendship Centre to discuss liaising with her preschool family clients, and acquiring resources that will be of interest to them. She was interested in

the programs, services, and collections we had to offer around the system, and invited me to tour her facility and resources in the future.

- Jana Olson, Youth Services Library Assistant, along with Sarah Murray, Member Services Assistant, and Booker the library mascot attended the One Book, Many Schools Event at Eastview Middle School to create library memberships and promote library services to families in the public school community.
- On September 8th, 2016, the Adult Literacy Program celebrated the 50th anniversary of International Literacy Day and its ongoing efforts towards increasing our community's access to the English language. This event focused on fun, eye-opening literacy-related activities. Councillor Ken Johnston provided the opening speech, highlighting the importance of literacy in his own life as well as to the community, and Jim Taylor, Red Deer Library Board Trustee, spoke about the importance of the program to the Library and to himself. 50 visitors participated in the event. There was an exhibition where participants could engage in word-association exercises. The guests were put in the shoes of illiterate learners by being introduced to Arabic and roleplaying acquiring basic literacy skills. Visitors were also encouraged to contribute to two display boards that will eventually display our community's definitions of literacy and the roles Red Deerians see themselves playing in its future; many of the answers mentioned the tutors' involvement with the Adult Literacy Program, which has been integral to the development of Red Deerians' literacy, working for both Canadian-born citizens and newcomers to our country for several decades.



- In the month of September, the Adult Literacy Program registered 17 new learners and 6 new tutors. The Program matched 12 pairs. The record intake of 17 learners this month is strong evidence of our commitment to providing excellent access to lifelong learning practices and literacy enhancement for a diverse group of Red Deerians.

#### **4. Stimulate Imagination: Reading, Viewing, and Listening for Pleasure**

##### ***RDPL Activity / Outcome for this period:***

- The Sit, Stay, Read program resumed at the Dawe Branch in September. This program will serve both St. Patrick's students and Reading Pals program participants. Children will have an opportunity to read to the branch' own Reading dog, Isha.

- Reading Pals resumed in the Youth Services Department at the Downtown Branch in September as well. We now have 3 SPCA therapy dogs so we are able to expand our participants to 12 per session.
- This year there are over 500 students from Ecole Barrie Wilson visiting the Timberlands branch every week, with a new library schedule that sees all 25 classes come over two days. While this new schedule brings challenges for the library staff as they are kept very busy checking items in and out, reading to classes, shelving books, and cleaning up the library, it also frees up staff time for the rest of the week and increases the program room availability so students can use the school/library's new makerspace housed there.

## 5. Visit a Comfortable Space

### *RDPL Activity / Outcome for this period:*

- A very satisfied customer at the Timberlands branch expressed her gratitude for the great children's programs offered at all three branches. She also noted how the library fills a need in the community by providing free programs and resources during tougher economic times and how our programs allow socialization opportunities for both children and parents.
- An Adult Literacy Program learner commented that he loves to come and sit by the windows at Dawe, stating that "the atmosphere in the area by the windows is very relaxing" and he likes to use the area to "escape from the busy life."
- Cory Stier, Deputy CEO, Briana Ehnes, Manager, Adult Services, and Ben Smeets met in September to create a vision to guide the upcoming design and development of the revitalized Level 2 and Level 4 floors at the Downtown Branch.

## 6. Other

- The Scholastic fair at the Dawe Branch raised \$2500.00 in commission dollars towards the collection of popular materials.
- Adult Literacy Program staff had an opportunity to attend the Literacy and Learning Symposium in Edmonton from September 28-29, 2016. This Symposium offered networking possibilities as well as access to various resources in Alberta that would help our program run more successfully.
- A great comment from a follower on Twitter:



- Amy Desjarlais, Manager, Teen Services, Co-chaired the September meeting of the Red Deer High Risk Youth.
- In September we said a fond, albeit temporary, farewell to Member Services (MS) staff Shannon Lirondelle who has moved to Youth Services until the middle of February 2017. We will miss Shannon terribly but are so happy she is able to explore another department for just a little bit. Congratulations, Shannon
- We welcomed back former MS Assistant, Felicia McComb, to the department. Felicia was with RDPL from August 2014 to December 2015 and we are so lucky to have her back filling Shannon's temporary position.
- Ben Smeets provided basic reference training to all of the MS staff in September to refresh some staff and provide valuable tools for newer staff. Ben's ability to convey useful and knowledgeable information to staff is top-notch and he received high praise from the department members. Updated training was the top choice for MS staff at our last staff meeting.
- We have had a slow start, but a good start, for timesheet training of the MS staff to better aid in the completion of timesheets and provide a clearer understanding of the codes etc. This is a simple review, provided by the MS Manager, and should allow the process of checking all timesheets prior to submission for a large department, go a little faster.
- Prior to her maternity leave, Candice Putnam, Manager, Timberlands Branch, was able to rearrange the schedules of the Timberlands Branch Library Assistant staff, which permitted MS to make better use of department hours. The branch is simply not busy enough in the evenings and some Saturdays, to require 2 MS staff, yet those hours were badly needed at the Dawe branch during the weekdays. New schedules were developed and staff will begin them on October 3. Many thanks to Candice for putting this together and to Karen Drok, Manager, Timberlands Branch (while Candice is on maternity leave), Rachelle McComb, Youth Services and Timberlands Branch Library Assistant and Claire Brown, Timberlands Branch Library Assistant, for their ongoing support of these changes. Due to an increase in Interlibrary Loans (ILLs), the new schedules will also address the need for more hours to be spent processing ILLs.
- Recruitment is under way for the IT Specialist position that is currently vacant in the IT Department due to the resignation of IT Manager Nicole Charles earlier this year. Over 100 applications were received from across Canada. Interviewing will take place in early October, with the hope of having a new employee in place by the beginning of November.