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

AGENDA

Welcome & Chair's Remarks

Conflict of Interest Declaration

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

Items for Decision

- 38. Planning and Finance Committee
- 39. Personnel and Administration Committee

Strategic Discussion and Board Development

Adjournment



RED DEER LIBRARY BOARD
6:30 p.m. Wednesday, June 29, 2016
Waskasoo – Kiwanis Meeting Room

MINUTES

Present: Councillor Tanya Handley, Lionel Lustgarten, Colleen Nederlof, Jim Taylor, Verda Lee Gilchrist, Sylvia Bolkow and Christina Wilson (CEO)

Regrets: Vanessa Gilbertson

Absent: Mark Waters

Welcome & Chair's Remarks

Jim called the meeting to order at 6:33 p.m.

Conflict of Interest Declaration

There were no conflicts of interest to declare

MOTION: To accept the consent agenda
GILCHRIST / THOMAS/ CARRIED

Approval of Consent Agenda

30. Approval of Agenda
31. Approval of Minutes of the Previous Meeting
32. Report from the Planning & Finance Committee
 - a. Approval of Financial Statements of April 30, 2016
33. Report from the Personnel & Administration Committee
34. Friends of the Library report
35. Acceptance of the Managers' reports & Library statistics

An error was found in the Society of the Friends of the Red Deer Public Library June 2016 Report to the RDPL Board. The statement "\$2,000 to contribute to the costs of bringing two authors from eastern Canada for the Olson Memorial Celebration of Books" should actually read "\$2,000 to contribute to the costs of bringing an author from eastern Canada for the Olson Memorial Celebration of Books."

Items for Decision

32. Planning and Finance Committee

In meeting with Community Services regarding the Operating Budget and Capital Plan, the operating budget came within guidelines with only one required item, salaries & benefits

increase as per the CUPE contract. Initially, The Capital Plan was also adjusted to conform with the City's guidelines on capital items which does not include IT equipment. The goal for 2017 will be to ensure that priorities are met which includes renovations to the Centennial Library and the downstairs cold room. In addition, the renovations for the Centennial Library will also include the level 4 washrooms.

Question regarding Computer Operations expenses \$55,603.60 over budget (expenses are currently at \$118,103.60 but the budget is \$62,500.00). Overage is due to the purchase and installation of capital project items (telephone system and security camera system) which are initially expensed through Computer Operations (without amortization) because it is the IT department that is charged with these projects. Once complete the City of Red Deer is billed for the total cost and when we receive the funds the Financial Statements will be adjusted to show the in-and-out transaction.

Question rose regarding Councillor Tanya Handle's role in discussing budgets because of her role in council. Should she step out when the conversation goes to budgets? Christina explained that there may be an opportunity for her to step out if there is a conflict of interest, but other than that, she is a City Council appointment on the Board and her first priority is to act as a member of the Board, including providing advice and guidance on budget matters.

A suggestion arose regarding the \$750,000 request for 2017 for the Downtown Branch. Because it is not itemized (it is displayed as a lump sum) if City Council rejects it, will the entire project be rejected or can just some parts be removed? Should it be itemized? Christina will discuss with Sarah Cockerill to get her advice on the best way to submit the plan. It will be difficult to itemize because a large portion of the expenses are due to moving things around (such as moving the stacks from level 2 to level 4) but it might be possible to indicate what are the priorities for this project.

In reviewing the financial statements it is important to note that we appear to be running a deficit. This is due to Computer Operations overage which will be balanced once the costs of the telephone system are recouped from the City's capital funds.

Christina mentioned that we received the first installment of the City of Red Deer Operating Grant in December and just received the second installment. We have also received the Provincial Operating Grant (the earliest we have ever received it). Note that the province has started to use the City Census as opposed to the Federal Census in regards to the per capita amount of the grant, which benefits RDPL. We are also expecting to receive the funding for Adult Literacy shortly.

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

MOTION: To approve the 2017 Operating Budget & 2017 Capital Plan
BOLKOWY / GILCHRIST / CARRIED

33. Personnel and Administration Committee

At the June 23, 2016 Personnel and Administration Committee Meeting, the committee reviewed the recommendations of the Board Policy Task Group (Jim Taylor, Lionel Lustgarten, Cory Stier and Christina Wilson) who met on June 20, 2016 and put forth the recommendation

that the title of the Red Deer Public Library Board Policies and Procedures Manual be changed to “By-laws and Policies of Red Deer Library Board.” This new title will allow by-laws to be a part of the manual but operational procedures will be removed and included in a separate manual called “Red Deer Public Library Procedures Manual”. It is understood that there are some procedures (such as procedures for hiring the CEO or procedures for reviewing policies) that will have to remain in the By-Laws and Policies manual.

MOTION: To adopt the committee’s recommendation that the name of the Red Deer Public Library Board Policies and Procedures Manual be changed to “By-laws and Policies of Red Deer Library Board” and that operational procedures be removed and included in a separate document called “Red Deer Public Library Procedures”.

THOMAS / BOLKOWY / CARRIED

It was also suggested that the preface to the policy manual be updated and changed to say:

This manual was compiled using the following guidelines:

1. Policies guide decision making and are set by the Library Board, while procedures drive actions and are developed by library management in line with policies;
2. Policies leave some room for managerial discretion, while procedures are detailed and specific;
3. Policies are an integral part of organizational strategies, while procedures are tactical tools;
4. Policies may arise from legislation, management or Library Board;
5. The terms “Board Trustee” and “Board Member” are used interchangeably throughout the document.
6. By-laws are policies mandated by the Public Libraries Services Branch (PLSB) and are legally enforceable.

After discussion, it was suggested that the wording of #4 be changed from “Policies may arise from legislation, management or Library Board” to “Policies may arise from legislation, management recommendations or Library Board”

MOTION: To adopt the suggested changes to the preface of the By-law and Policy Manual as stated above and in the June 23, 2016 Personnel and Administration Committee Meeting Minutes.

THOMAS / LUSTGARTEN / CARRIED

Strategic Discussion and Board Development

The issue of Library Board membership and recruitment was discussed. There will be at least two spots opening up in the fall. Question was raised as to whether or not it would be valuable for Board members who are leaving to complete exit interviews. Discussion regarding the benefit of exit interviews was discussed and it was also suggested that instead of interviews that exiting Board members complete a survey or do a write up that would enable them to express their thoughts and provide feedback and constructive ideas. Another suggestion was to utilize the program Survey Monkey to put out a survey to all Board members which could be answered anonymously, once per year. Ideally this would be done prior to the October Board meeting and before new board members are sworn in. Ex: “We’re moving into another year, if

you're staying what would you like to see in the future? If you're leaving, what would you have liked to see?" It was suggested that this be tried in September to see if it is successful – the Personnel and Administration Committee will take the lead on this project.

It was noted that Legislative Services will begin recruiting for new Board members for all Boards in mid-August. Question was raised as to whether or not we want to be intentional when replacing Board members? I.e.: do we want to advertise that we are looking for specific attributes? The other option is to simply review the applications the city sends us and pick from there. It was also suggested that in order to encourage more people to apply, an encouraging statement such as "we invite all people of all ages, backgrounds and experience" on the advertisement the City puts out might be helpful. It was also suggested that perhaps we should consider a youth position and since we are allowed to have a 10 member board (and currently we have 9) this may be a feasible option.

A demonstration on how to use the Board Volunteer Hours form on the Board Site was planned but the projector wasn't working so Board members received a one-on-one demonstration by Kim Lennie, Executive Assistant and creator of the form. It was well received.

Adjournment

Verda Lee motioned to adjourn at 7:56 p.m.

Approved: _____
Jim Taylor (Chair)

Society of the Friends of the Red Deer Public Library

Summer 2016 Report to the RDPL Board

Casino Application: The Friends have been slotted into a casino for Jul/Aug/Sept, 2019, and have confirmed the event for the Jackpot Casino in Red Deer. Three members of the Society attended a half day Alberta Gaming & Liquor Commission Gaming Information for Charitable Groups session in Red Deer in August to be more prepared for AGLC requirements. As the casino is still three years away, the Friends are considering holding other gaming events, such as 50/50 draws or a raffle, in the coming year.

Fall Book Sale: The Society Members Sale will be held October 13, 5pm – 9pm, followed by the Public Sale on October 14, 10am – 5pm and October 15, 10pm – 5pm.

Books on the Bus: The Friends continue to donate boxes of appropriate books to the Books on the Bus initiative.

Let's Talk About the Arts: a speaker series on literature, music, visual and performing arts: Jason Frizzell, Dean, School of Creative Arts, Red Deer College, will be speaking about **What Makes That Art** on Tuesday, October 4, 7pm-8:15pm in the Snell Auditorium. Jason says that, as an artist and an arts administrator, he has heard this question many times. He will talk about non-traditional and abstract art in an easy to understand manner. In his words, "if you love different types of art you should definitely attend. If you hate most types of non-traditional art you should attend and bring a friend". Tickets are \$10 and available in advance at the Downtown Branch or at the door.

Submitted by:

Anita Thomas
RDPL Board Liaison to the Friends
September 15, 2016

CEO's Report, Summer 2016

Visit a Comfortable Space

It is often said that “timing is everything”. That phrase has occurred to me often over our uncharacteristically stormy summer, especially when I heard rain pounding down onto the Downtown Branch's new roof. We were fortunate to have, both a dry summer last year during the roofing project, and project funding from the City of Red Deer and the Province of Alberta so that this important project occurred one year before we really needed it! Under the Downtown Branch roof, more building planning meetings took place with Group2 Architects and Library Managers in preparation for this year's Downtown Branch renovations, which will chiefly affect Adult Services and meeting room bookings in the Downtown Branch. Over the summer, I met with City and Provincial Heritage staff regarding exterior maintenance plans and available grants for the Armoury/Firehall wing, including refurbishing the window and door frames, as part of our stewardship role in maintaining this valued heritage building.

Downtown Branch Security Update

There has been a change in the Corps of Commissionaires (COC) due to Pam Ayotte's relocation to British Columbia at the end of August. Pam began with the Library's Corps in May, 2015 and was commended for her excellent, life-saving security work in the Downtown Branch. Our new Corps members include Lloyd Moravec and Doug Leischner who will work under the supervision of Larry Carr and alongside Jim Duncan. All Commissionaires have done a great job of filling in for each other over the summer.

RDPL By the Numbers

The Managers' Report paints the picture of how busy all branches were over the summer months, reinforced by the library statistics. Some trends worth noting are:

- Consistently positive materials circulation, but especially in the Teen area. Worth noting is that Timberlands August circulation is half that of the Dawe Branch. It demonstrates the value of the many creative games, displays and other activities that library staff designs to entice all ages into summer reading, in addition to our community wide book club promotion of *The Outside Circle: A Graphic Novel*.
- Physical visits to all branches are up overall even with Timberlands' customers having to battle construction for half of the summer months.
- Slight changes in Library card policies, detailed in the Managers' Report, are reflected in the 18% increase in new library memberships over August 2015. The economic downturn may also factor into this increase.
- The Adult Literacy figures continue to be strong, as detailed in the Managers' report and in our Library statistics. This is valuable service, well used by our community.

Staffing Changes

Two Managers were hired over the summer: Karen Drok as the Manager, Timberlands Branch (while Candice Putnam is on a one-year maternity leave) and Alla Mysko-Henke, as Manager, Adult Literacy Program. Both began training with the current staff in their new duties in mid-August. While Alla is new to RDPL, Karen worked at the Downtown Branch and so her move to Timberlands set up a chain of hiring in Youth and Member Services, giving other staff opportunities to either increase hours (Haley Amendt, Jana Olson and Nina Bergen) or join a

new department. Shannon Lirondelle moved from Members Services to join the Youth Services team and Felicia McComb has returned to Member Services.

Dickson Page Bursary program

The Library Board provides a \$500.00 bursary for Student Pages who opt to pursue post-secondary education. I'm pleased to reveal that Red Deer Public Library has awarded Dickson Page Bursaries to four (4) deserving young people this fall.

- Noah Fox, former Youth Services Page, worked from June, 2012 until July, 2015 and will be attending Pacific Life Bible College.
- Ryan Kindrachuk who has worked at RDPL since December, 2013 will be pursuing a Bachelor of Science in Physics at U of Alberta
- Sara Yates, former Adult Service page (March, 2015 to June, 2016) will begin an Integrated Science program at Dalhousie University College
- Aidan Olley, worked as an Adult Service page (August 2014 to August 2016) will pursue a Bachelor's of Arts at UBC this fall.

To date Red Deer Public Library has awarded 36 bursaries since the program began in 2005. The Dickson Page Bursary program is named for John and Margaret Dickson, who generously provided the funds. Bursaries of up to \$500.00 are awarded to Library Pages who've been employed at RDPL, continuously, for a minimum of one year and are registered at an accredited post- secondary institution.

Community

In the Managers' Report you'll read that the annual Adult Literacy report was submitted to Advanced Education. Consequently, the Community Adult Learning Program of Advanced Education fully funded the program for the 2016 to 2017 period. While the statistics tell some of the story of this valuable program, the funding testifies to the great job done by retiring Manager, Lois Prostebby and her capable Adult Literacy staff, now led by Alla.

Public Library Services Branch (PLSB) Digital Strategy

We received word that PLSB intends to continue funding several digital resources until September 30, 2017:

- Hoopla (streaming of movies, music and audiobooks)
- Zinio (an online magazine collection of about 90 titles)
- Mango (language learning software)
- PressReader, a database of national and international newspapers, will be funded until the end of 2016.
- In addition, a digital book platform project, focusing on Canadian and Albertan materials will be offered to all public libraries, just in time for Canada150.

Further, legislative approval was received over the summer for the PLSB budget, which means that TALOnline received some needed funding (it supports interlibrary lending in Alberta) and all public and regional library systems received their provincial grants at the slight increase promised in the spring.

Alberta Public Library Administrators' Council (APLAC) summer meeting

On a lovely Friday, August 26, I car pooled with Parkland Regional Library staff and library managers to the summer APLAC meeting, held in Banff Public Library, who have just joined the Marigold Regional Library. Apart from the meeting content, this is a good library site visit opportunity. Banff is in the basement of an older, downtown building. I was most interested in the recent re-organization of their stacks, using the BISAC system, rather than Dewey Decimal (used by RDPL). Pictured is the staff member who started the process, in the Business section:



And what I did on my summer vacation - visit libraries. Pictured is Salt Spring Island's.



Library Statistics – Summer 2016

	June 2016	June 2015	% Difference	July 2016	July 2015	% Difference
CIRCULATION						
Total Circulation	74,007	70,377	5.20%	79,845	79,033	1.00%
Adult Materials	38,257	35,761	7.00%	40,960	38,614	6.10%
Paperback	1,590	2,449	-35.10%	1,747	2,731	-36.00%
Fiction	5,315	6,111	-13.00%	5,720	6,584	-13.10%
Non-Fiction	3,517	3,296	6.70%	3,842	3,465	10.90%
Large Print	1,362	1,070	27.30%	1,440	1,072	34.30%
Teen	3,263	3,155	3.40%	3,396	3,631	-6.50%
Audio-visual	17,995	16,011	12.40%	18,922	16,968	11.50%
Magazines	857	1,001	-14.40%	1,240	985	25.90%
Other Languages	20	24	-16.70%	30	37	-18.90%
Daisy CDs	57	136	-58.10%	320	30	966.70%
eBooks	4,281	2,508	70.70%	4,303	3,111	38.30%
Children's Materials	19,153	19,197	-0.20%	21,308	23,401	-8.90%
Paperback	1,951	1,771	10.20%	2,113	2,457	-14.00%
Non-Fiction	1,566	1,395	12.30%	1,695	1,617	4.80%
Other Languages	321	208	54.30%	442	298	48.30%
Fiction	1,725	1,550	11.30%	1,871	2,095	-10.70%
Easy	7,064	6,977	1.20%	7,723	7,629	1.20%
Audio-visual	5,235	5,762	-9.10%	6,319	6,676	-5.30%
Magazines + Comics	521	502	3.80%	555	751	-26.10%
eBooks	770	1032	-25.40%	590	1878	-68.60%
Timberlands Circ	5,437	4,215	29.00%	5,814	5,507	5.60%
Dawe Circulation	11,160	11,204	-0.40%	11,763	11,511	2.20%
Visits-Timberlands	4,666	3,675	27.00%	3,133	3,320	-5.60%
Downtown	28,400	27,790	2.20%	28,372	27,514	3.10%
Dawe	14,145	11,672	21.20%	11,579	11,750	-1.50%
Website Visits	75,801	50,022	51.50%	71,083	50,761	40.00%
Total Visits	118,346	89,484	32.30%	111,034	90,025	23.30%
Interlibrary Loans						
ILL In	441	295	49.50%	438	300	46.00%
ILL Out	190	182	4.40%	184	221	-16.70%
Total	631	477	32.30%	622	521	19.40%
New Memberships	956	911	4.90%	804	896	-10.30%
Renewals	186	178	4.50%	164	198	-17.20%
Total	1,142	1,089	4.90%	968	1,094	-11.50%

	June 2016	June 2015	% Difference	July 2016	July 2015	% Difference
REFERENCE						
Adult Total	7,026	6,747	4.10%	6,991	6,838	2.20%
Juv Total	2,021	1,823	10.90%	1,926	2,260	-14.80%
Timberlands Total	565	570	-0.90%	680	470	44.70%
Dawe Total	1,254	1,344	-6.70%	1,187	1,288	-7.80%
Total Ref Questions	10,866	10,484	3.60%	10,784	10,856	-0.70%
Database Queries	1,929	1,314	46.80%	2,313	1,280	80.70%
Total Questions	12,795	11,798	8.50%	13,097	12,136	7.90%
PROGRAMS						
Adult Programs	23	19		25	6	
Attendance	155	245		176	116	
Youth Programs	37	34		53	37	
Attendance	2642	1785		1,415	747	
TL Programs	58	43	0	15	9	0
Dawe Programs	74	22		45	41	
Attendance	1,807	479		1367	1070	
TL Attendance	1,202	907		305	125	
Library Programs	192	118	62.70%	138	93	48.40%
Attendance	5,806	3,416	70.00%	3263	2058	58.60%
VOLUNTEER HOURS						
Friends	38	24		32	28	
Library *	807	656		974	606	
Library Board	55	47		14	15	
Total	900	727	23.80%	1,020	649	57.20%
PUBLIC INTERNET						
Timberlands	303	306		307	341	
Adult Sessions	2,741	2,824		2,847	2,876	
Youth Sessions	608	380		521	457	
Dawe Sessions	1159	1162		1037	1299	
Total Sessions	4811	4672	3.00%	4712	4973	-5.20%
* Includes						
Adult Literacy Stats						
Tutors	187	94	98.90%	134	97	38.10%
Hours	753	599	25.70%	618	473	30.70%
Students	306	130	135.40%	225	133	69.20%
Hours	759	619	22.60%	622	448	38.80%

	Aug 2016	Aug 2015	% Difference	2016 YTD	2015 YTD	% Difference
CIRCULATION						
Total Circulation	82,814	75,475	9.70%	619,074	574,513	7.80%
Adult Materials	42,006	38,343	9.60%	316,686	287,652	10.10%
Paperback	1,867	2,265	-17.60%	13,974	16,828	-17.00%
Fiction	7,309	6,263	16.70%	43,695	44,445	-1.70%
Non-Fiction	3,708	3,301	12.30%	34,051	27,214	25.10%
Large Print	1,462	1,164	25.60%	10,558	9,768	8.10%
Teen	3,529	3,453	2.20%	24,069	23,249	3.50%
Audio-visual	18,779	17,592	6.70%	150,900	133,168	13.30%
Magazines	804	1,050	-23.40%	7,773	7,228	7.50%
Other Languages	28	26	7.70%	363	176	106.30%
Daisy CDs	115	156	-26.30%	809	580	39.50%
eBooks	4,405	3,073	43.30%	30,494	24,996	22.00%
Children's Materials	20,799	19,632	5.90%	150,342	154,429	-2.60%
Paperback	2,132	1,925	10.80%	13,639	13,971	-2.40%
Non-Fiction	1,489	1,524	-2.30%	12,757	13,320	-4.20%
Other Languages	351	228	53.90%	2,647	2,500	5.90%
Fiction	1,836	1,848	-0.60%	12,052	12,299	-2.00%
Easy	7,534	7,198	4.70%	54,625	57,402	-4.80%
Audio-visual	6,782	6,252	8.50%	45,383	45,074	0.70%
Magazines + Comics	588	524	12.20%	4,206	3,963	6.10%
eBooks	87	133	-34.60%	5,033	5,900	-14.70%
Timberlands Circ	6,289	4,950	27.10%	52,188	37,944	37.50%
Dawe Circulation	13,720	12,550	9.30%	99,858	94,488	5.70%
Visits-Timberlands	3,978	3,254	22.20%	37,596	31,125	20.80%
Downtown	28,190	25,049	12.50%	210,815	169,004	24.70%
Dawe	13,109	12,453	5.30%	106,255	99,893	6.40%
Website Visits	74,590	56,516	32.00%	575,084	349,474	64.60%
Total Visits	115,889	94,018	23.30%	892,154	639,247	39.60%
Interlibrary Loans						
ILL In	512	374	36.90%	3,405	2,612	30.40%
ILL Out	282	192	46.90%	1,907	1,657	15.10%
Total	794	566	40.30%	5,312	4,269	24.40%
New Memberships	1767	1,455	21.40%	6,906	6,924	-0.30%
Renewals	163	173	-5.80%	1,399	1,562	-10.40%
Total	1,930	1,628	18.60%	8,305	8,486	-2.10%

	Aug 2016	Aug 2015	% Difference	2016 YTD	2015 YTD	% Difference
REFERENCE						
Adult Total	7,132	7,298	-2.30%	54,626	48,847	11.80%
Juv Total	1,740	1,871	-7.00%	14,759	14,341	2.90%
Timberlands Total	551	554	-0.50%	5,213	4,225	23.40%
Dawe Total	1,226	1,478	-17.10%	8,883	9,500	-6.50%
Total Ref Questions	10,649	11,201	-4.90%	83,481	76,913	8.50%
Database Queries	1,612	1,331	21.10%	14,966	16,302	-8.20%
Total Questions	12,261	12,532	-2.20%	98,447	93,215	5.60%
PROGRAMS						
Adult Programs	20	10		131	126	
Attendance	111	122		1,678	1,566	
Youth Programs	38	30		358	362	
Attendance	786	549		11,139	9,678	
TL Programs	14	9	0	593	482	
Dawe Programs	53	50		630	453	
Attendance	1,081	958		13,330	9,958	
TL Attendance	270	106		12,180	9,738	
Library Programs	125	99	26.30%	1,712	1,423	20.30%
Attendance	2,248	1,735	29.60%	38,327	30,940	23.90%
VOLUNTEER HOURS						
Friends	34	26		365	397	
Library *	615	533		6,533	5,124	
Library Board	5	5		367	352	
Total	654	564	16.00%	7,265	5,873	23.70%
PUBLIC INTERNET						
Timberlands	340	365		2,541	2,380	
Adult Sessions	2,889	2,769		22,659	21,543	
Youth Sessions	582	439		3,538	2,374	
Dawe Sessions	1,209	1,253		9,013	9,460	
Total Sessions	5,020	4,826	4.00%	37,751	35,757	5.60%
* Includes						
Adult Literacy Stats						
Tutors	143	93	53.80%			
Hours	561	437	28.40%	5,477	4,549	20.40%
Students	237	127	86.60%			
Hours	625	495	26.30%	5,478	4,356	25.80%

Red Deer Public Library Managers Reports, Summer 2016

I. Create Young Readers: Early Literacy

RDPL Activity / Outcome for this period:

- All children under the age of 18 will now be registered with a membership that will not expire until their 18th birthday.
- All Grandparents and short-term caregivers may request a library card that will permit them to borrow children's items for the little ones they are in care of during the summer holidays. This will permit children, whom otherwise may not have the opportunity, to access our collection and share RDPL with their caregivers.
- 60 Grade 2 children attended a Reading College Tour in the Youth Services Department at the Downtown Branch as part of the Summer Reading Club and 40 of these children received new library memberships.
- Trail Tales, a program encouraging families to walk the nature trails while reading a story at the Kerry Wood Nature Centre, is featuring the 2016 Governor General's Award winning book for children's illustration Sidewalk Flowers by JonArno Lawson and illustrator Sydney Smith. Trail Tales is both a perfect partnership and outreach opportunity for Red Deer Public Library. It has been replicated this summer by Edmonton Public Library as part of their Summer Reading Club.
- Embracing the idea of physical literacy and promoting our new resource Play Backpacks (more details below), the Dawe Branch piloted a new early literacy program in June 2016 called Stretch & Story Fun. The program participation was very high, with 60 people at one program and no less than 35.



- A new summer early literacy program, Books in the Park Storytime, was launched at the Timberlands Branch. The program runs every Thursday morning in July and August, and attendance has been phenomenal, with approx. 40-50 children and parents coming by for an hour of stories, songs, and outdoor activities outside near the playground.
- The Downtown Branch offers many early literacy opportunities for all who enter the Youth Services Department. Recently we added a hopscotch mat, and it was noted by Jana Olson, Youth Services Library Assistant, that *“the hopscotch mat just paid for itself. One of the Saturday morning regulars loved it, and super impressed that her mom could hop. They are on their way home to make their own after trepidation on the girl's part because*

she doesn't know how to write her numbers yet, but Mom will be helping with that. Literacy for the win!"

2. Express Creativity: Create and Share Content

RDPL Activity / Outcome for this period:

- The Unreality theme for the Teen Summer Reading Program this year lent itself to numerous opportunities for teens at the Dawe Branch to express themselves through art and other creative media such as Lego. In the picture to the left, teens are building Star Wars pods to see which one is the fastest.
- The last session of Adult Colouring ran the evening of August 4, 2016. Participation in this program has been enthusiastic, with over 25 participants almost every month. The program has been running for a year now, and was run by Kim Whiting, Adult Services Library Assistant. Although it has been very successful, the program has been retired to make way for other exciting fall programs.
- "Unreality" Teen Summer Reading Club programs at the Downtown Branch saw record-breaking attendance throughout July and August. Each program offered teens an opportunity to engage in an artistic, cultural, physical, or technology-based activity.



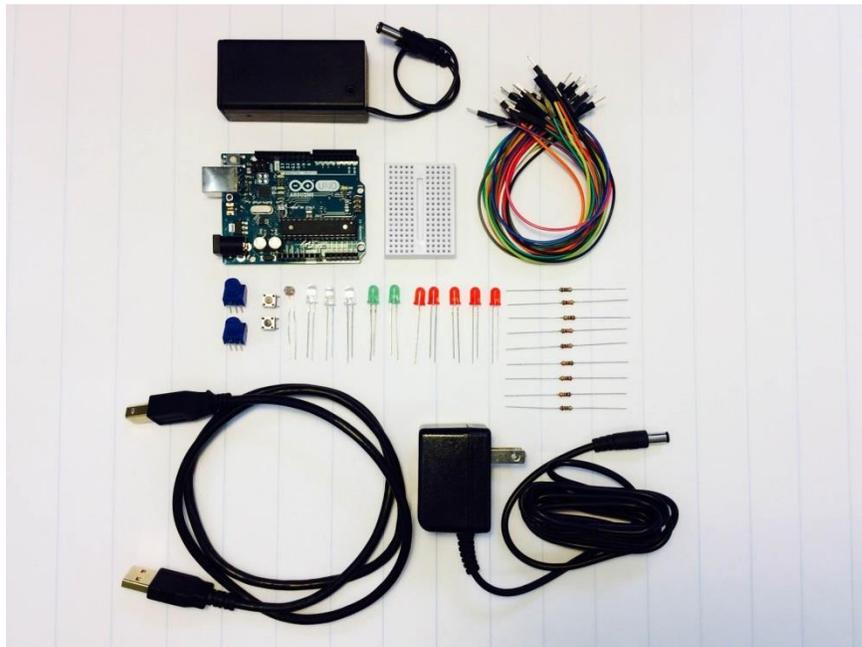
3. Satisfy Curiosity: Lifelong Learning

RDPL Activity / Outcome for this period:

- Over 500 children registered for the inaugural online reading program at Red Deer Public Library, and many more have attended programs that have introduced them to "the Wilds" via nature walks, animal movies, Library Olympics, Wild West mysteries and more. As well, just for registering, children receive a new book of their choice and a second book when they reach or come close to their reading goals, which they set with their "grownups" rather than the library dictating their reading goals. See the comment below from Jana, who had a positive interaction with a parent at the end of the summer:
"I just spent a lovely 15 minutes with two young ladies and their mom picking out their final SRC prize. Mom made sure to tell me that she really appreciates getting two prizes of 'value' instead of all the plastic trinkets spread over the two months, and she really, really loves that the prizes were books. The older girl had a tough time choosing her book - finally ending up with Mr. Lemoncello's Library - and borrowed a pencil to write down the other book titles she liked so that she could go and borrow them from our collection! She was very pleased to tell me that she blew her goal out of the water and read eight times more books and eight times more minutes than she had set for herself!"
- Three PLAY (Physical Literacy and You) Backpacks were created by partners in the Early Years Committee in Red Deer to encourage physical literacy in children from birth to age 5. It is billed as a backpack full of fun, with books, resources and items

encouraging parents, childcare workers and all those who work with children to get active and get moving. Each branch has a backpack that can be loaned for 3 weeks.

- The Adult Literacy Program completed their annual report for Alberta Advanced Education. The numbers indicate continued growth in the program moving to serve 306 learners this year compared to 254 last year. The numbers of tutors also increased to 187 from 155 the previous year.
- 71 newcomers from Syria participated in the Canadian ABCs program this summer. It ran for 6 weeks in the months of July and August. While children were doing crafts and having fun with stories, adults were learning about Canadian culture and customs with an Arabic translator. The topics that were covered included Canadian Etiquette, Respect, Behaviour, Laws, and Recreational Activities in Red Deer. It was the first time that the Adult Literacy Program and Dawe Branch staff collaborated on creating a program that would simultaneously introduce newcomers to one of our regular storytime programs for children and let the adults learn at the same time. We hope that Syrian families will join many other families for Story Fun programs in all three branches.
- Trish Klein, Adult Services Coordinator, has been working on a variety of 'How To' kits to loan out in Adult Services. These kits will include the materials and instructions necessary to learn how to tie a tie, tie a bowtie, learn how to juggle, and fold cloth napkins. These kits are still in development, with the hope to loan them out in Fall 2016.
- Digital Literacy coordinator, Ben Smeets has assembled 3 types of technology lending kits. These kits feature Raspberry Pi, Arduino microcontrollers, electronics kits and everything needed for some simple projects. These kits are a great way to provide an accessible entry point into physical computing projects for patrons of all ages. Pictured below are the components of the Arduino Lending Kit.



- RDPL was represented during Red Deer PRIDE week, for the first time, in August; Amy Desjarlais, Manager, Teen Services, and Jessica Dinan, Teen Services Library Assistant, hosted an RDPL table where all relevant collection materials, programs, and services were promoted to Red Deer's often-underserved LGBTQ community at the Mayoral Proclamation in City Hall Park.
- The Teen Services Team hosted two beginning yoga lessons for new immigrant youth, in the Snell Auditorium, late in July. A total of 35 teens and accompanying translators learned the basics of yoga practice and received new teen library cards after the sessions.



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

RDPL Activity / Outcome for this period:

- The Summer Reading Pals program that encourages children who struggle with reading to become better readers and enjoy reading for pleasure had a record number of students registered for three sessions in the summer. Isha, the resident Reading dog at the Dawe Branch made reading even more enjoyable for the Reading Pals program participants.



Reading Pals Program

Session:	1 (July 7 – 16)	2 (July 21 – 30)	3 (August 4 – 13)	TOTALS
Attendance	48-51 (6 sessions)	47-52	20-24	129 children
Family Night	65	44	25	134 people
Intern Volunteer Hours	66 (incl. training)	60	0	126 hours
Isha's Hours	13.5	11.5	6	31 hours
# of sessions (Isha)	54	47	24	125
Other Volunteer Hours	144 (incl. training)	66	0	210 hours
Total Sessions (incl. Family Night)	36	32	18	86

- Red Deer Reads has been working its way through the community this summer, with the big announcement of our winning title happening on July 6, 2016. Since then, the committee has been working hard to get the winning book, *The Outside Circle*, into the hands of as many Red Deerians as possible. To this end, we've attended one Saturday Farmer's Market, 5 nights of Bard on Bower, and will be attending an evening of the Wednesday Downtown Market. We've given away books to several 'deposit locations', including Red Deer College, Sunworks, Red Deer Culture Services, Books on the Bus, and Red Deer Museum & Art Gallery. We are trying to encourage as many people as possible to read and talk about the book in person and on social media, in preparation for our Red Deer Reads Launch Party on September 30 at the Timberlands Branch!
- Any Book Book Club, which is held at the Timberlands Branch once a month, continued all summer long. This book club is unique in that attendees can read any book(s) at all and share what they have read with their fellow book lovers. After a lively and entertaining discussion, everyone leaves each meeting with a new list of "to-reads" (and some "don't reads"!).
- The Social Media Team piloted a literacy-based community engagement #CaughtReading campaign. Each week, a new winner is drawn from those who have submitted #CaughtReading pictures (i.e. photos of them reading a book) on Twitter, Instagram, or Facebook. Extra entries are given to those who are caught reading *The Outside Circle*, this year's Red Deer Reads pick.

5. Visit a Comfortable Space

RDPL Activity / Outcome for this period:

- The Youth Services Department Downtown has completed the Firehall Fun Factory, designating dedicated tables and chairs for creative, maker type activities for families. Parents must work with children on projects such as Builders Box, Playdough, Kinetic Sand, Lego, Spirograph, and both a chalk and magnetic wall, to develop their imaginations, motor skills and communication skills. It is an active, vibrant space that is always full and busy, creating a useful space out of a previously static space in the Youth Services Department.
- The Dawe Branch experimented with a slightly different layout for the main floor area. Mobile Device Charging stations for the library members are now available throughout the branch making the space more comfortable for many users who are accessing our Wi-Fi and need to charge their devices.
- Christina Wilson, CEO, Cory Stier, Deputy CEO and Briana Ehnes, Manager, Adult Services, Ben Smeets, Digital Literacy Coordinator, and Kim Lennie, Executive Assistant, have been working with Group 2 to devise a plan for the Level 2 renovations this fall/winter. In preparation, Adult Services staff and Pages have been continuing with the weeding project to streamline our Fiction, AV, and Non-Fiction collections to make moving the collection and closing Level 2 as efficient as possible.
- The Adult Literacy Program hosted a HelloGoodbye party at the Dawe Branch patio in August. Having access to this beautiful space provided an opportunity for learners and tutors to say Thank you to Lois Prostebby (Manager, Adult Literacy), meet Alla Mysko-Henke (new Manager, Adult Literacy), and mingle with other members of the program.
- To the right is a photo of an Adult Literacy pair using the Dawe Branch patio for a meeting.
- New lounge furniture added to the mezz earlier this year, and the purchase of the smart TV, allowed for Summer Reading Club (SRC) movie screenings to take place right in the mezz (rather than in meeting rooms) this summer, which significantly increased attendance at programs.



6. Other

- Karen Drok, Youth Services Library Assistant, encouraged by Dean Frey, former Red Deer Public Library Director, applied for and completed the University of Alberta's first ever online Master of Library and Information Studies Program, all while working in various capacities at Red Deer Public Library. In addition, Karen was the successful candidate in the search for a maternity leave replacement for Candice Putnam, Manager, Timberlands Branch, and Karen will be managing the branch from September 6, 2016 until September 6, 2017.

- On July 29, Christina and Briana met with representatives from the City of Red Deer and Red Deer Museum & Art Gallery to discuss the library's plans for celebrating Canada 150. Multiple ideas were discussed, but nothing has been decided.
- August 3rd-5th, Amy, Lucinda Sheardown, Dawe Branch Library Assistant, Jennifer Barritt, Dawe Branch Library Assistant, Anya Wolkowski, Dawe Branch Library Assistant, Deb Isbister, Youth Services Coordinator, and Rachelle McComb, Youth Services and Timberlands Branch Library Assistant, attended the Pacific Northwest Library Association Conference (PNLA) in Calgary and returned with a wealth of new knowledge and information pertaining to Design Thinking, Storytime Programming, STEAM Programming, LGBTQ+ Programming (among many other exciting, relevant topics).