

Present:

Absent with Notice:

1. Approval of Agenda

2. Board Photo

3. Board Feedback

a.

4. Consent Agenda

a. Approval of Minutes of March 20, 2018 meeting

b. Items for Information

i. Correspondence

1.

ii. Other

1. ALTA Award of Excellence

c. Reports

i. Librarian's Report

ii. Program Report

iii. Statistics

5. Items for Decision

a. Waiving of Fees and Fines Policy

b. Selection, Acquisition, and Disposition of Materials Policy

6. Items for Discussion

a.

7. Adjournment

Next regular Board meeting: May 15, 2018 at 5:00 PM

Present: Al Corbett, Agnes Hoveland (City of Camrose), Krista Larocque, Susanna Bruneau, Elizabeth Luck (Chair), Deb Cryderman (Director)

Absent with Notice: Kaye Rud, Katherine Schwaiger, Trevor Miller (Camrose County)

1. Approval of Agenda Motion 12/18 M/S/C S. Bruneau/A. Corbett. Passed.

2. Board Feedback

- a. Freedom to Read Week and Camrose Pride Week coincided leading to a lot of positive attention for both. It was a busy week!
- b. International Women's Day was celebrated at the library.
- c. Camrose has been nominated for the You Libraries people's Choice Award. Vote soon, vote often: <http://www.laa.ca/youaward/page/vote.aspx>

3. Consent Agenda

- a. Approval of Minutes of February 20, 2018 meeting
- b. Items for Information
 - i. Correspondence
 - 1. Pride Week Complaint
 - ii. Other
 - 1.
- c. Reports
 - i. Librarian's Report
 - ii. Program Report
 - iii. Statistics

4. Items for Decision

- a. Financial Review **Motion 13/18 M/S/C A. Corbett/A. Hoveland. Passed.**
- b. PD Closure – the library to close on Monday, September 24 for a Professional Development workshop in Lacombe. **Motion 14/18 M/S/C A. Corbett/K. Larocque. Passed.**

5. Items for Discussion

- a. Annual Report Summary

6. Adjournment

Next regular Board meeting: April 17, 2018 at 5:00 PM



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Alberta Library Trustees' Association
4024 37A Avenue
Edmonton AB T6L 7A1

Dear ALTA Board,

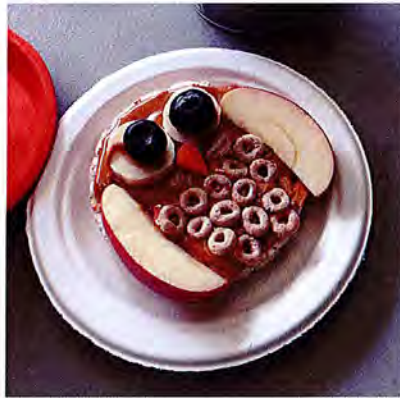
I want to share with you why I believe the City of Camrose Public Library Board deserves the 2018 Award of Excellence (population less than 20,000):

1. They adopted **Alberta's first Book Bike** (award winning, at that!) to reach out into the community to those who may not be able to visit the physical library
2. They have successfully fed over 7700 kids after school in the past year and a half through the **Snacks in the Stacks** program, ensuring kids experience less food insecurity, develop relationships with adults, and find the library to be a safe and caring space
3. They became the first library in Alberta to adopt **Naloxone** as part of their first aid response (interviewed by CBC Radio Edmonton AM, and the Globe and Mail), ensuring immediate aid to those suffering during the opioid crisis
4. They have responded to **10 censorship challenges** since August, 2017. All these challenges have been due to prejudice against the LGBTQ2S community, but my board continues to work to ensure that all members of the community have a safe space
5. They are the first library in Canada to adopt the **Cycling Without Age** program (<http://cyclingwithoutage.org/>) ensuring that those with limited mobility still have the "right to the wind in their hair". This program connects seniors and others with limited mobility to develop relationships with others in the community
6. They are proactive in identifying needs in the community and developing services to meet those needs.
7. They are a really cool bunch of bosses. I really couldn't ask for better!

Sincerely,

Deborah Cryderman, MLIS
Director, Camrose Public Library





Snacks in the Stack



Super Hero PD Day



Easter Art

Summer Students

I am thrilled to know that we have an excellent roster of summer students lined up for our summer programming. We had eight applicants for three positions and all of them were strong candidates. I'm also please that Morgan, Liana, and Jessie are coming back to their roles. They will all attend our May meeting to meet you.

I am currently working on arranging first aid and naloxone training for them and some staff who missed the first round. We will open both up to staff from other libraries, too.

Cycling Without Age/Life Cycle

We have been approached by the Hospice Society to have them borrow the Life Cycle for the **2018 Hike for Hospice**. The hike will take place at the Stoney Creek Centre on Sunday, May 6. I hope we will attract more pilots and passengers for the Life Cycle during this event.

Plan of Service

Our CSL student, Kaitlyn, has completed all her work on the plan of service. She examined the following plans to look for commonalities:

- Augustana Campus Long Range Development Plan
- Camrose Downtown Area Redevelopment Plan
- BRSD Three-Year Education Plan
- Camrose Composite High School and Battle River Online Three-Year Education Plan
- Battle River Watershed Alliance Strategic Plan
- Camrose County Municipal Operating Principals
- Camrose Polic Service Strategic Plan
- U of A Augustana Library Strategic Priorities
- U of A Institutional Strategic Plan
- Alberta Health Services Health and Business Plan
- City of Camrose Social Development Strategy

- City of Camrose Strategic Plan
- Augustana Campus Long Range Development Plan
- Camrose and Area Lodge Authority Business Plan
- Camrose Municipal Sustainability Plan

Kaitlyn has grouped those commonalities under various Library Strategy headings (according to Strategic Planning for Results) which should help us to determine what the community's priorities are and give them a library response. From there, we will develop our priorities to help meet those needs. Currently, it looks like our priorities are:

- Visit a Comfortable Place: Physical and Virtual Spaces
- Create Young Readers: Early Literacy
- Satisfy Curiosity: Lifelong Learning
- Stimulate Imagination: Reading, Viewing, and Listening for Pleasure (with staff growth and development)
- Know Your Community

In recent years, we have seen our programming evolve from providing the community with service, to responding to service needs as expressed by the community, and now we are at a point where we are working with other community organizations to address needs before they are at a crisis point. We hope that by cooperating and partnering with other community organizations, we can better utilize finite resources to better serve our community.

CTAC meeting

I plan to attend the April 19 CTAC meeting to see what the future of the taxi tokens and community bus is. Our token allotment has dropped to 40 tokens, so we are limited to being able to assist 20 people. This means a lot of frustrated, angry people are arriving at the library looking for tokens and are being turned away (with a bus map, but that doesn't really address their problem). Our staff are receiving the brunt of that frustration.

Carpet Cleaning

We had our carpets cleaned over Easter weekend. We are currently only budgeting for this to occur once a year (each spring), but they are filthy by the time we get to it. Ideally, with 300 people/day tracking salt and mud in here, I would like to see the carpets cleaned twice/year but something else would have to cut from the budget to allow this to occur. Please let me know if there is something you would like to see cut in favour of carpet cleaning. Cheryl and I will be working on the 2019 budget over the summer.

Medical Emergency

We had a wee medical emergency at the library on April 10. The staff responded quickly and professionally and had the person in crisis taken care of immediately.

St. Pat's Mystery Readers

Nicole and I visited St. Pat's Elementary School on April 11 to be Mystery Readers in their annual book competition. This year, we read Franklin's Flying Bookstore and Malala's Magic Pencil. The children in my class (a group of first graders) were completely engaged with Malala's story. They were filled with questions about why girls couldn't go to school, how people in the book lived so much differently than they do, and wondered why did men hurt Malala. They overwhelmingly voted in favour of the Malala book and ended the session by giving me a group hug. My heart!

Weeding

As you can see in our *Selection, Acquisition, and Disposition of Materials policy* (updates in package), weeding or disposing of library materials is part of building a healthy collection. Margo and I have been working our way through the collection and deleting items based on condition, relevance, age, and use. Once we have completed weeding the adult collection, we have plans to shift shelving around to allow us to display our realia collection in a retail manner in hopes of increasing its use. (the snowshoes have gone out 181 times in the past 2 years, so use is not low)

Alberta Library Conference 2018

It's almost here! Susanna and I are heading out on Wednesday, April 25 and Nicole and Carley (both of whom are presenting) will follow us on April 26. The AGM will mark the end of my presidency and I'll move into the Past President role, including chairing the ALC Committee.

Save the Date: Harry Potter Tea Party, June 20, 2018 (time to be determined)

As always, the summer students will be hosting a community tea party to kick off the Summer Reading Club (if you give them one gigantic project to work on together, the rest of the summer is a piece of cake). Starbucks has joined the fun and will be here for the party serving specialty teas (which we'll rename after various potions, of course). Please save the date, get your costume ready (optional) and join us.

Camrose Public Library
Programming Report
March 2018

CPL Service Responses and Applicable Programs

Stimulate Imagination: Reading, Viewing and Listening for Pleasure

- Regular outreach programming: **53 participants**
- Regular in-house programs: **289 people**
- VR: **65 people**
- Snacks in the Stacks: **351 people**
- Spring Break Programs: **75 people**
- Programs facilitated by outside groups: **123 people**

Total for service response 1: 956 participants

Create Young Readers: Early Literacy

- Ongoing in-house programs: **302 participants**
- Ongoing Outreach: **7 people**
- Programs facilitated by outside groups: **18 people**

Total for service response 2: 327 participants

Satisfy Curiosity: Lifelong Learning

- Outreach to CCHS and care facilities: **64 people**
- Pride Info Session: **12 people**
- Greif Workshop: **21 people**
- International Francophonie Day: **5 people**
- Staff PD Webinar: **4 people**
- Dementia Communication: **15 people**
- Ukulele Lessons: **12 people**
- Ongoing in-house programs: **365 people**
- Tours: **57 people**
- Programs facilitated by outside organizations: **83 people**

Total for service response 3: 638 participants

Welcome to Canada: Services for Newcomers

- Programs facilitated by outside organizations: **21 people**

Total for service response 4: 21 participants

Total program participation for March 2018: 1942 people, which puts us at a 16% YTD increase.

Submitted by Nicole Bannick
April 6, 2018

	January		February		March		April	
	Programs	Patrons	Programs	Patrons	Programs	Patrons	Programs	Patrons
Adult	35	304	43	675	64	611		
Family	66	748	63	827	56	807		
Children	21	251	22	268	29	358		
Teens	4	37	13	152	12	109		
Other	1	7017	0	0	3	57		
Total	127	8357	141	1922	164	1942		

Outreach	9	62	12	114	17	124		
In House	118	8295	129	1808	147	1818		
Total	127	8357	141	1922	164	1942		

Advocacy	1	7017	0	0	161	1885		
Service Responses	126	1340	141	1922	3	57		
Total	127	8357	141	1922	164	1942		

	YTD Totals	
	Programs	Patrons
Adult	142	1590
Family	185	2382
Children	72	877
Teens	29	298
Other	4	7074
Total	432	12221

Current Cardholder Stats		
City of Camrose		3498
County of Camrose		622
Other PRL		57
ME		7
TAL		2
New Members in March		122

Outreach	38	300
In House	394	11921
Total	432	12221

Camrose Public Library

Monthly Stats

Mar 2018

Circulation by Residence	Mar 2018	Mar 2017	2018 YTD	2017 YTD	Under/Over 2017	% Chg. Over 2017
City of Camrose	9147	9764	26895	28606	-1711	-6%
County of Camrose	2495	2185	7957	7015	942	13%
Outside City/County	289	441	925	1491	-566	-38%
ME	218	326	696	767	-71	-9%
Total	12149	12716	36473	37879	-1406	-4%

Selection of Service Responses

1. Stimulate Imagination: Reading, viewing and listening for pleasure
2. Create Young Readers: Early Literacy
3. Satisfy Curiosity: Lifelong Learning
4. Welcome to Canada: Services for newcomers

Programs	Mar 2018		2018 YTD		Participants			
Service Response	Sessions	Participants	Sessions	Participants	2017 YTD	2016 YTD	2015 Total	2014 Total
1	81	956	211	3027	8,323	8218	note: annual total program participation	
2	23	327	69	783	945	2596		
3	51	581	667	1306	1,285	5881		
4	6	21	11	31	66	68		
Library Advocacy	3	57	4	7047	N/A	N/A		
Total	164	1942	962	12194	10619	13763	14709	19782



Ukulele Lessons
with instructor Ron Mercer

No experience needed. Please call 780.672.4214 to register. Bring your own instrument, or sign up to borrow one of ours. Limited loaner ukuleles available: first come, first served.

First Friday Monthly
from March to June
11:00 AM
Summer and Autumn dates TBA.

Technology Tutoring
A free tech class for adults.
10:30-11:30 AM / Drop-in Help 11:30-12:30 PM

April 5: Google Drive
April 12: Library e-Services 1
April 19: Library e-Services 2

Winter classes run every Thursday
From Jan. 11-April 19.



ARE YOU PREPARED TO PROTECT YOURSELF AND YOUR FAMILY IN THE EVENT OF A DISASTER?

PERSONAL PREPAREDNESS WORKSHOP

April 10
1:00 to 3:00 PM
Camrose Public Library

Imagine if a house fire, tornado, or flood forced you and your family from your home. Would you know what to do or where to go?

redcross.ca




INSIDE OUT FOR AUTISM



On April 17, wear your shirts inside out to promote awareness of and acceptance for Autism Spectrum Disorder. Register your fund raising team or just visit our photo booth!

Learn more at InsideOutForAutism.ca



PD Day Party with an Author!

Kids in grades 1-6 are invited to spend an hour with Librarian turned Writer Karen Bass, followed by time to write and then read your own stories!

April 20, 1:00 to 3:00 PM

With financial assistance from the Canada Council for the Arts through the Writers' Union of Canada



Canada Council for the Arts / Conseil des arts du Canada




Double Knitting 101 with Maria

April 22
1:30 to 4:00 PM

Join Master Knitter Maria Lougheed for an afternoon of double knitting. This program is for intermediate knitters; you are welcome to bring your own 4.5 mm needles and two contrasting yarns, or we have some available to borrow.




ELDER ABUSE AWARENESS


Camrose Public Library
April 25, 2018
10 am-noon

For more information call Shannon at 780.781.7557 or eldersafebattleriver@gmail.com


Solace
wisdom of the dying
an animation to prepare us into the wisdom of our mortality and beyond.
a film directed by Camille Aylar



May 29
6:30 PM
with discussion to follow at



Exploring Death Through Film



Hospice Society OF CAMROSE AND DISTRICT

Keep an eye on our website and Facebook page for more special events and programs!

4710 50 Avenue 780.672.4214 camrose@prl.ab.ca cpl.prl.ab.ca

Twitter: @CamroseLibrary1 Facebook: CamroseLibrary





Waiving of Fees/Fines on Library Materials

Fines and/or fees may be waived at the discretion of the Library Director when the payment of fines and/or fees would create hardship for library patrons or when local staff considers that waiving fines and/or fees is in the best interests of library service. **Responsibility for waiving fees and fines may be delegated to the staff.**

~~Waiving fines and/or fees on library materials can only happen at the service point that owns them unless other arrangements have been made.~~

Approval Date: November 2013

Revision/Review Date: November 2016, **April 2018**

Approval Signature: _____

Camrose Public Library Board Chair



Selection, Acquisition, and Disposition of Materials

Definition of Materials

The word "materials" has the widest possible meaning and includes any material, regardless of format, that is held in the collection of the Camrose Public Library or borrowed by the Camrose Public Library including books, periodicals, audio, video, or projected media, paintings, drawings, photographs, micromaterials, toys, games, kits, and electronic databases.

The purpose of Camrose Public Library's materials selection policy is to guide staff and to inform the public about the principles upon which selections are made. The following principles have as their basis the **Canadian Federation Library Associations** "*Statement on Intellectual Freedom and Libraries*".

Camrose Public Library, as a tax-supported institution, is devoted to serving all segments of the community. As a community resource, it fulfills a number of roles, such as supporting early literacy; stimulating imagination for reading viewing and listening for pleasure; satisfying curiosity for lifelong learning; understanding how to find, evaluate and use information for information fluency; and engaging the community. These roles guide how the collections are developed and managed.

The library acquires:

- Contemporary materials representing various points of view, which are of popular interest and possible future significance, including materials which reflect current conditions, trends and controversies.
- Materials which support both formal and informal learning.
- Materials which entertain and which enhance the individual's enjoyment of life.
- Materials which stimulate the imagination, or increase the individual's potential for creativity, or build the individual's ability to function effectively as a productive member of society.
- Materials, which extend the individual's capacity to understand the universe, including the experimental or controversial.

The library strives to maintain awareness of, and to anticipate shifts in social, economic and environmental conditions. Materials are selected to reflect these changes and shifts as well as changes in educational, cultural, and intellectual norms, and the impacts of new technology.

The library attempts to make available a wide diversity of views and expressions, including those which may be viewed as unorthodox or which may be unpopular.

Works are selected on the basis of content without regard to the personal history, sex, race, nationality, or the political or religious views of the creator.



Selection, Acquisition, and Disposition of Materials

The library does not advocate all the ideas and opinions found in its collection. The presence of a book, periodical or other materials in the library does not indicate an endorsement of its contents by the library.

The library recognizes that many materials may be controversial and that any given item may offend some patrons. The materials selected for the library's collection will vary to suit the needs of different parts of the library's constituency. Not all materials selected, therefore, will be suitable to every patron or group of patrons. The ultimate responsibility for their choice of materials lies with the patron.

Parental or Legal Guardian Responsibility

Selection of materials for the adult collections is not restricted by the possibility that children may obtain materials that their parents or legal guardians might consider inappropriate. The library believes in the freedom of the individual and the right and obligation of parents or legal guardians to develop, interpret and maintain their own code of values in their family.

Responsibility for the choice of materials by children rests with their parents or legal guardians.

Responsibility for Materials Selection

Although the ultimate responsibility for selection is vested in the library board, the board delegates authority to the Director, to interpret and to guide the application of the policy set by the board. The Director authorizes other staff to apply this policy in building collections.

All staff members selecting library materials are expected to keep the selection criteria in mind and apply their knowledge and experience in making decisions.

Criteria for the Evaluation and Selection of Materials

In building collections to serve the aims of the library, objective guidelines will be used. A detailed Collection Plan for the selection and weeding of all library materials is maintained, revised and updated by staff. All materials, whether donated or purchased, will be examined and evaluated in terms of the following standards. Items need not meet all the criteria to be acceptable.

General Criteria for all materials, including new formats

- Suitability of physical form for library use.
- Suitability of subject and style for intended audience.
- Present and potential relevance to community needs and interests.
- Appropriateness and effectiveness of medium with respect to content.
- Insight into human and social, economic and environmental conditions.
- Importance as a document of the times.
- Relationship to existing collection and other material on the subject.



Selection, Acquisition, and Disposition of Materials

- Authority, reputation and/or significance of author.
- Skill, competence and purpose of the author.
- Recommendation by standard selection tools, reviewers or public.
- Budgetary and space priorities.
- Representation of challenging, though extreme or minority, point of view.
- Canadian perspective.
- Current educational curriculum.
- Current reading trends.
- Interest/demand from the public.
- Language demand from the public.
- Format

Donations

Donations will be accepted. Those meeting the requirements of this policy may be added to the collection.

Weeding Materials from the Collection

The purpose of discarding materials is to maintain an appealing and up-to-date collection that follows the general criteria outlined in this policy.

Discarded materials will be disposed of by the library through such means as sale, donation or recycling. The organization which, or the individual who, obtains discarded items shall be responsible for the cost related to packaging and transportation.

Reconsideration of Materials Selected for the Collection

Questions about the collection are welcome and are treated with courtesy and respect. If concerns or questions arise about a material, staff will follow the steps laid out in the *Request for Reconsideration Policy*. If a patron wishes to submit a written concern, a "Request for Reconsideration of a Library Material" form is offered and a response is made as detailed in the *Request for Reconsideration Policy*.

Unusual concerns will be referred to the Director; and, in exceptional cases, the Director will present comprehensive information to the Camrose Public Library Board. The Board's decision is final.



Selection, Acquisition, and Disposition of Materials

Approval Date: May 2013

Amended: February 2016, April 2018

Revision/Review Date: April 2021

Approval Signature: original signed by Board Chair: Elizabeth Luck