

## **Mission Statement**

*Freedom to Discover.*

## **Strategic Priorities**

*Strengthening Communities*

*Strengthening Individuals*

*Strengthening Our Organization*

## **HAMILTON PUBLIC LIBRARY BOARD**

**Regular Board Meeting  
Wednesday, April 21, 2010  
Central Library, Board Room**

5:30 p.m. Dinner  
6:00 p.m. Meeting

### **AGENDA**

1. **Discussion Period**
2. **Acceptance of the Agenda**
3. **Minutes of the Hamilton Public Library Board Meeting of Wednesday, March 24, 2010** **Attachment #3**
4. **Presentations**
  - 4.1 Early Literacy Status – MS/PT
5. **Consent Items**
  - 5.1 Wireless Update – PT **Attachment #5.1**  
**Suggested Action: Receive**
  - 5.2 DVD Cleaner – BH **Attachment #5.2**  
**Suggested Action: Recommendation**
  - 5.3 Annual Circulation Statistical Report – BH **Attachment #5.3**  
**Suggested Action: Receive**
6. **Business Arising**
  - 6.1 Waterdown Update – BH **Oral Report**  
**Suggested Action: Receive**
7. **Correspondence**
8. **Reports**
  - 8.1 Chief Librarian's Report **Attachment #8.1**  
**Suggested Action: Receive**

9. **New Business**

10. **Private and Confidential**

11. **Date of Next Meeting**

Wednesday, May 19, 2010

**Central Library, Board Room, 5<sup>th</sup> Floor**

5:30 p.m. Dinner

6:00 p.m. Meeting

12. **Adjournment**

**HAMILTON PUBLIC LIBRARY BOARD  
Regular Meeting**

**Wednesday, March 24, 2010  
Central Library, Board Room  
5:30 p.m. Dinner  
6:00 p.m. Meeting**

**MINUTES**

**PRESENT:** Santina Moccio, George Nakamura, Suzan Fawcett,  
Krzysztof Gumieniak, Doreen Horbach, Jennifer Gautrey,  
Maureen McKeating, Mary Ann Leach

**REGRETS:** Councillor Pearson, Councillor Jackson, George Geczy

**STAFF:** Beth Hovius, Lisa DuPelle, Paul Takala, Ken Roberts, Robin Hewitt,  
Maureen Sawa, Karen Hartog, Robert Plant

Ms Gautrey called the meeting to order at 6:00 p.m.

**1. DISCUSSION PERIOD**

**1.1 Social Inclusion Audit**

Mr. Roberts and Ms Sawa provided the results of the CULC report. The Hamilton Public Library was one of four pilot library sites and worked with new immigrant youth. The results were shared at an OLA session. A kit has been developed that is not restricted to libraries. A copy of the kit can be obtained through the website ([www.siatoolkit.com](http://www.siatoolkit.com)).

**2. ACCEPTANCE OF THE AGENDA**

**MOVED** by Ms Gautrey, seconded by Ms McKeating,

**THAT THE AGENDA BE APPROVED AS PRESENTED.**

**MOTION CARRIED.**

**3. MINUTES OF THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF  
WEDNESDAY, FEBRUARY 17, 2010**

**MOVED** by Ms Leach, seconded by Ms Horbach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MINUTES OF  
WEDNESDAY, FEBRUARY 17, 2010 BE ADOPTED AS PRESENTED.**

**MOTION CARRIED.**

4. **PRESENTATIONS**

There were no presentations.

5. **CONSENT ITEMS**

There were no consent items.

6. **BUSINESS ARISING**

6.1 Waterdown Consultations

**MOVED** by Mr. Gumieniak, seconded by Ms Fawcett,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD APPROVE THE ATTACHED REPORT TO WATERDOWN ON LIBRARY BOARD CONSULTATIONS WITH RESIDENTS AND AFFECTED ORGANIZATIONS AND AGENCIES AS AN ACCURATE RECORD OF WHAT BOARD MEMBERS HEARD FROM THE COMMUNITY DURING THE LAST SEVERAL MONTHS.**

**MOTION CARRIED.**

7. **CORRESPONDENCE**

Letter from Margaret McGrory, Vice-President, CNIB, dated March 17, 2010

**MOVED** by Ms Gautrey, seconded by Ms Leach,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD RECEIVE THE CORRESPONDENCE FOR INFORMATION AND THAT THE CHIEF LIBRARIAN BE DIRECTED TO REQUEST FOR ADDITIONAL DETAILS.**

**MOTION CARRIED.**

8. **REPORTS**

8.1 Chief Librarian's Report

**MOVED** by Ms Gautrey, seconded by Mr. Gumieniak,

**THAT THE HAMILTON PUBLIC LIBRARY RECEIVE THE REPORT FOR INFORMATION.**

**MOTION CARRIED.**

9. **NEW BUSINESS**

There were no new business items.

10. **PRIVATE AND CONFIDENTIAL**



There were no private and confidential items.

**11. DATE OF NEXT MEETING**

Wednesday, April 21, 2010

**Central Library, Board Room, 5<sup>th</sup> Floor**

5:30 p.m. Dinner

6:00 p.m. Meeting

**12. ADJOURNMENT**

**MOVED** by Ms McKeating, seconded by Ms Fawcett,

**THAT THE HAMILTON PUBLIC LIBRARY BOARD MEETING OF  
WEDNESDAY, MARCH 24, 2010 BE ADJOURNED.**

**MOTION CARRIED.**

The meeting was adjourned at 6:50 p.m.

Minutes recorded by Karen Hartog.



# Hamilton Public Library

**Date:** April 16, 2010  
**To:** Chair and Members of the Board  
**c.c.** Ken Roberts, Chief Librarian  
**From:** Paul Takala, Director of Digital Technology  
**Subject:** **Update on Wireless Access at HPL**

The purpose of this report is to provide an update to the Library Board on the status of our public wireless project.

Public wireless access is becoming an increasingly popular service at HPL. One of the advantages of wireless access is it enables patrons with their own laptops or mobile computers to connect at the Library on the wireless network leaving public access computers available for others.

The following locations currently have wireless access throughout their entire locations:

|            |              |             |
|------------|--------------|-------------|
| Ancaster   | Freelton     | Terryberry  |
| Barton     | Locke        | Turner Park |
| Binbrook   | Red Hill     | Waterdown   |
| Central    | Saltfleet    | Westdale    |
| Concession | Sherwood     | Valley Park |
| Dundas     | Stoney Creek |             |

Moving forward, the following are key priorities:

- Completing the bookmobile wireless implementation. At the time of preparing this report, most work has been done on getting the bookmobiles online. Some final configuration changes need to be done to Horizon to enable the bookmobiles to circulation items online.
- Enabling printing in the library from wireless laptops and mobile devices.
- Completing the roll-out of wireless access points system-wide.
- Wireless access is creating more demand for electrical outlets in our branches. As much as possible we are using renovations to ensure patrons have convenient access to electricity.
- The popularity of the public wireless service has resulted in a significant demand on network capacity. Although we increased our bandwidth to the Internet in 2009, we are currently finding that our network is reaching full utilization at times. To address this we are working with the City of Hamilton to explore ways to both ensure fairer distribution of capacity and to expand overall network capacity.
- Over the long term the wireless network creates the potential for improved productivity. Examples include: roving reference, better inventory control, reduced data wiring and mobile devices for staff that do not require a monthly contract with a cellular provider.



# Hamilton Public Library

**Date:** April 13, 2010  
**To:** Chair and Members of the Board  
**c.c.** Ken Roberts, Chief Librarian  
**From:** Beth Hovius, Director of Public service  
**Subject:** **Purchase of Disc Cleaner**

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**RECOMMENDATION:** That up to \$20,000 be allocated from the Reserve for Library Collections (#106006) to purchase a Eco-Master Automatic Optical Disc Repair System.

**BACKGROUND:** This disc cleaner cleans and repairs DVDs and CDs thus extending the life of the collection. We purchased one in 2009, and it is working extremely well. Because of high use of these materials (these formats circulated 2,400,000 times in 2009) a second machine is required for the Central Library. It will have the capacity to clean about 8,000 items weekly.



# Hamilton Public Library

**Date:** April 13, 2010  
**To:** Chair and Members of the Board  
**c.c.** Ken Roberts, Chief Librarian  
**From:** Beth Hovius, Director of Public service  
**Subject:** 2009 Annual Circulation Report

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**RECOMMENDATION:** That the attached report be received for information. .

**BACKGROUND:**

In 2009, the circulation total at the Hamilton Public Library, reached a record high with a circulation over 6 million items.

The circulation of eBooks and eAudio, both of which circulate on line for time-limited use, has been included in the final circulation total for the first time, and will continue to be reported here in the future.

In 2009, the Turner Park branch opened May 2009. Branch closures include: Picton closed permanently, June 2009; Sherwood closed for temporary renovations from October 1<sup>st</sup> through year end; and Valley Park closed just over a week in September for building upgrades.



# **Hamilton Public Library 2009 Annual Circulation Report**

| CIRCULATION BY LOCATION  | 2009      | % Change | 2008      | 2007      | 2006      | 2005      |
|--------------------------|-----------|----------|-----------|-----------|-----------|-----------|
| CENTRAL                  | 901,158   | 13.1%    | 797,106   | 672,391   | 722,444   | 739,776   |
| ANCASTER                 | 355,876   | 14.5%    | 310,792   | 302,747   | 208,039   | 248,453   |
| BARTON                   | 136,100   | 40.7%    | 96,760    | 82,726    | 82,863    | 68,819    |
| BINBROOK                 | 64,937    | 18.1%    | 55,005    | 54,917    | 51,498    | 45,018    |
| BOOKMOBILES              | 147,125   | -13.8%   | 170,680   | 167,807   | 166,247   | 173,941   |
| TECHNICAL SERVICES       | 1,848     | 74.5%    | 1,059     | 2,376     | 3,185     | 2,476     |
| CARLISLE                 | 41,508    | 9.1%     | 38,061    | 39,153    | 44,345    | 46,799    |
| CONCESSION               | 180,526   | 16.7%    | 154,682   | 158,540   | 173,356   | 171,362   |
| DUNDAS                   | 396,875   | 20.1%    | 330,545   | 313,506   | 331,996   | 306,948   |
| FREELTON                 | 24,855    | 34.6%    | 18,463    | 20,162    | 23,506    | 20,245    |
| GREENSVILLE              | 31,944    | 15.1%    | 27,760    | 26,638    | 27,149    | 28,575    |
| KENILWORTH               | 188,273   | 25.0%    | 150,624   | 143,280   | 154,054   | 144,008   |
| LOCKE                    | 162,521   | 28.3%    | 126,639   | 117,594   | 117,380   | 109,270   |
| LYNDEN                   | 50,984    | 23.2%    | 41,369    | 38,699    | 38,769    | 37,707    |
| MILLGROVE                | 20,707    | 26.1%    | 16,425    | 18,415    | 18,695    | 17,164    |
| MOUNT HOPE               | 31,060    | 1.9%     | 30,467    | 32,814    | 36,107    | 33,290    |
| PICTON <sup>1</sup>      | 12,419    | -45.8%   | 22,899    | 25,791    | 28,286    | 26,478    |
| RED HILL                 | 315,865   | 21.9%    | 259,143   | 246,031   | 242,002   | 242,073   |
| ROCKTON                  | 23,508    | 13.0%    | 20,806    | 23,563    | 26,866    | 25,704    |
| SALTFLEET                | 249,093   | 4.1%     | 239,375   | 238,221   | 243,746   | 240,653   |
| SHERWOOD <sup>2</sup>    | 252,631   | -20.1%   | 316,045   | 314,541   | 342,418   | 323,645   |
| STONEY CREEK             | 99,207    | 13.8%    | 87,151    | 93,972    | 99,714    | 93,995    |
| TERRYBERRY               | 678,981   | 7.7%     | 630,194   | 564,963   | 584,932   | 574,173   |
| TURNER PARK <sup>3</sup> | 343,327   | -        | -         | -         | -         | -         |
| VALLEY PARK              | 131,683   | 6.5%     | 123,675   | 116,519   | 117,797   | 109,341   |
| VLS & TALKING BOOK ROOM  | 26,657    | -1.9%    | 27,167    | 27,772    | 29,056    | 28,852    |
| WATERDOWN                | 155,337   | 17.9%    | 131,720   | 132,431   | 137,914   | 134,173   |
| WESTDALE                 | 315,035   | 11.2%    | 283,431   | 277,702   | 292,596   | 283,349   |
| VIRTUAL BRANCH           | 685,520   | 13.9%    | 602,067   | 451,571   | 420,550   | 374,355   |
| SYSTEM TOTAL             | 6,025,560 | 17.9%    | 5,110,110 | 4,704,842 | 4,765,510 | 4,650,642 |
| E-Audio Books            | 24618     | 44.5%    | 17041     | 11,274    | 8,201     | -         |
| E-Books                  | 9554      | -        | -         | -         | -         | -         |
| SYSTEM TOTAL             | 6,059,732 | -        |           |           |           |           |

<sup>1</sup>PICTON Branch Closed June 2009<sup>2</sup>SHERWOOD Closed for Renovations October 2009-January 2010<sup>3</sup>TURNER PARK Branch Opened May 2009

## Chief Librarian's Report April, 2010

### **Beth Hovius Wins 2010 Canadian Association of Public Libraries/Brodart Outstanding Library Service Award**

Beth Hovius has won the CAPL Outstanding Public Library Service Award for 2010. This award is given annually to a Canadian public librarian who has distinguished himself or herself both for contributions to the profession and to professional organizations. We certainly know of Beth's tremendous organizational talents. For years, Beth has been using those talents to help other organizations, most notably as the one of the key Canadian organizers of the joint CLA/ALA conference in 2003. Beth has also represented both the Hamilton Public Library and the Canadian library community on the world stage, having presented at several IFLA conferences.

### **Leaders in Literacy Award**

For the third year in a row, a Hamilton Public Library employee has been recognized with a CIBC World Markets Children's Foundation Individual Early Literacy Education Award. For 2010, the winner is HPL's **Cheryl Smith** in Youth Services. Cheryl has been instrumental in the Central Library's outreach program to newcomer families and pioneered the Enjoy Summer Learning (ESL) program to complement the Summer Reading Club. The program matches newcomer youth with volunteers for the purpose of practicing English language skills. Cheryl is a natural story teller who performs at both the library and at popular community events such as Telling Tales. Congratulations to Cheryl for her dedication to literacy and for being recognized with this distinguished award.

### **2010 Operating Budget**

Our 2010 operating budget has been approved by City Council's Committee of the Whole and awaits approval by Council itself. The approved budget is virtually the same as the one presented to Council by the Library Board in January. There are always small allocation adjustments. Council may still re-visit the issue of non-union compensation before budget approval.

### **Canadian Urban Libraries Council Fall Meeting**

The Canadian Urban Libraries Council (CULC) is composed of the Chief Librarians of most large (cities of over 75,000 people) urban public libraries in Canada. CULC holds an annual meeting each fall. We have been asked to host that fall meeting for several years but asked that CULC wait until CULC members could see the Central Library renovations.

CULC will be here on October 4-5 this year. 40-50 CULC members will attend. While the Central Library will not yet be open to the public, we will be able to tour CULC members through the building. Hosting CULC does carry some local arrangement responsibilities.



### **EBSCO Publishing Public Library Board Appointment**

Michael Ciccone, Manager of Collection Development, has been invited to be a member of the EBSCO Publishing's Public Library Advisory Board. This Advisory Board is comprised of key volunteers who assist EBSCO with a variety of issues including product ideas, direction, pertaining to public libraries. Board meetings and subsequent discussions cover the spectrum of database development from idea phases and adjacent processes through release and eventual enhancements and changes. Members provide a sounding board for ideas and future developments of EBSCO's products, services and policies. The Advisory Board meets once each year at either the ALA Conference or the PLA Conference, and members provide input throughout the year via a listserv. We are pleased that Michael has accepted this high profile appointment and know that he will provide a strong voice for the public library community.

### **University of Toronto Library Staff Visit Turner Park**

Staff from the University of Toronto Robarts Library visited the Turner Park Branch on April 6. U of T is currently investigating a sorter for their main library. The delegation was impressed by the Turner Park implementation and the ease with which customers were using the sorter. We continue to receive visits and inquiries from other systems about our RFID implementation.

### **Forest of Reading – 2010**

The Ontario Library Association's Forest of Reading program highlights Canadian books and authors for children and teens in six different categories. The Hamilton Public Library, the Hamilton-Wentworth Catholic District School Board and the Hamilton-Wentworth District School Board are hosting six Forest of Reading parties over three days, April 20 to 22, at the Hamilton campus of Brock University. Students from Junior Kindergarten to grade eight who have read a specified percentage of the nominated titles in a category – Blue Spruce, Silver Birch, Silver Birch Express and Red Maple – are permitted to attend the festivities. Forest of Reading parties feature an author session, an activity, a healthy snack and an opportunity for each student to cast a ballot for his or her favourite book. These half day sessions are very high energy with students cheering for their schools and the nominated titles. This year's visiting authors include: Tim Beiser (*Bradley McGogg, The Very Fine Frog*), Shane Peacock (*Death in the Air*), Anna Kerz (*The Mealworm Diaries*), Sharon McKay (*War Brothers*) and Jeremy Tankard (*Boo Hoo Bird*).

### **Hamilton Philharmonic Orchestra**

Central Library has played host to a couple HPO concerts and a lecture from a visiting composer, Jeffrey Ryan who talked about his journey from listening to pop music growing up to his first experience attending an orchestra (which happened to be the Hamilton Philharmonic Orchestra) to becoming a professional composer. On March 20<sup>th</sup>, champion fiddler Pierre Schryer, who plays in styles from Irish to Scottish to Quebecois, performed for about 75 people at Central Library accompanied by musicians and a celtic dancer. Patrons were literally dancing in the stacks.

The final performance of this season will take place on April 29<sup>th</sup> with a noon hour concert featuring the Hamilton Philharmonic Orchestra's Principal Flautist, Leslie Newman, accompanied by Laura Pin on piano performing Carl Nielsen's Flute Concerto. **Noon Hour Concert, Thursday, April 29, at 12 noon, Central Library, 4<sup>th</sup> Floor – Free admission.**