

Headingley Library Board Minutes

February 5, 2024

5:00 pm

Present: Wendy McKenzie, Alison Au, Jodee Karlowsky, Tamara Wells, Eunice Salmonson

Regrets: Dawn Dunford, Gail Bell, Jim Robson

1. Called to Order by Wendy at 5:00 pm
2. Minutes of December 13, 2023 adopted as circulated. Motioned by Wendy, seconded by Jodee
3. Librarians Report - Alison Au
4. Welcome new board members Eunice Salmonson and Tamara Wells

Financials

- Working with November's numbers, we are over in some categories, under in others;
- Expected to be over in salaries due to minimum wage increases in 2023;
- Overages in books and programming reflect spending of HCF grants
- Computer equipment over because we had to replace two circulation computers, a public laptop and a printer

Renovation

- All set to start circulation desk renovation and upstairs painting;
- The Library will be closed February 18-27
- Quote from Total Custom Builders Ltd. is approximately \$14000 for the desk and cabinetry and approximately \$5000 for painting the upstairs. Total amount of provincial grant for the project is \$20,000. We should come in just under with any incidentals once we set back up

Statistics

- 2023 final numbers won't be available from the province for months but 2022's reports are now finalized
- These reports assess ALL Manitoba libraries, including Winnipeg, Brandon, Selkirk, and several regional libraries which serve a much larger population

- In 2022, 57% of Headingley residents had a library membership (because we typically assign memberships per household, this number is actually higher in reality). By comparison, only 13.7% of Winnipeg residents have a library card
- There are 54 libraries in Manitoba. Headingley is 13th in adult circulation, 12th in children's circulation, 5th in non-resident circulations and 4th in interlibrary loans sent
- Our year end stats for 2023 indicate that both visits and circulations are up, as is programming attendance.
- Magazine circulations are starting to improve again following covid closures but still aren't great. We will be ending our yearly subscriptions on a handful of magazines that don't circulate anymore
- The library welcomed 145 new family memberships in 2023

Phoenix School

- The library is thrilled to be working with Caroline Biggar, the Phoenix School librarian, to accommodate the school's library classes while they transition to a new library area
- Classrooms are visiting the library during their scheduled library classes, every second day. We typically see three classrooms on a scheduled library day
- This is a wonderful opportunity to engage with the school community and it benefits everyone

Programming

- Book club has really taken off. We are up to approximately 16 regular attendees. Alison has split the sessions in two and now offers one on a Monday evening and one on a Tuesday afternoon each month. We are excited to have such high interest and feedback has been overwhelmingly positive
- Children's programming resumes in February. We are offering three programs: baby/toddler stay and play, preschool story and rhyme time and a school-aged builders club/maker space every Tuesday afternoon.
- Jessie held a holiday craft afternoon in December that was one of our highest turnouts ever for a one-day program. Over 25 families attended.

Community Outreach

- The library donated a raffle prize basket of books and activities to the Phoenix Winter Carnival to be held this month

5. Next meeting: **March 13, 2024 at 6:00 pm at the library**

6. Meeting adjourned at 5:30 pm