

Present:

Absent with Notice: Susanna Bruneau

1. Approval of Agenda

2. Board Feedback

3. Consent Agenda

- a. Approval of Minutes of October 20, 2015 meeting
- b. Items for Information
 - i. Correspondence
 - 1. Danielle Larivee Municipal Affairs
 - 2. PRL Board
- c. Reports
 - i. Librarian's Report
 - ii. Programmer's Reports (adult and general programming)
 - iii. Statistics
 - iv. Chair's Report
 - v. Finance Committee
 - vi. Policy Committee

4. Items for Decision

- a. Proposed Salaries and Wages

5. Items for Discussion

- a. Food for Fines 2016
- b. Advocacy Plan – PRL goal

6. Adjournment

- a. Next regular Board meeting: **December 15, 2015 at 5:00 PM**

Present: Elizabeth Luck, Kate Gael, Kaye Rud, Jane Faught, Katherine Schwaiger, Carley Angelstad, Al Corbett, Sandra McLay, Deb Cryderman

Absent with Notice: Susanna Bruneau

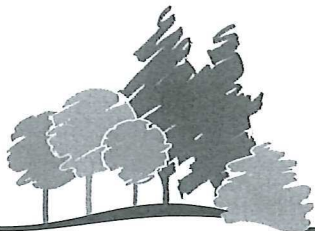
- 1. Approval of Agenda Motion 35/15 M/S/C** Moved by S. McLay, Seconded by A. Corbett. Passed
- 2. Board Feedback**
 - a. Alberta Culture Days and Gail de Vos
 - b. Election Forum
 - c. Food for Fines
 - d. County budget presentation tomorrow
- 3. Consent Agenda Motion 36/15 M/S/C** Moved by J. Faught, Seconded by C. Angelstad. Passed
 - a. Approval of Minutes of September 15, 2015 meeting
 - b. Items for Information
 - i. Correspondence
 1. Appointment of Kate and Carley
 2. County rep on Board
 3. Edberg November Joint Meeting
 - c. Reports
 - i. Librarian's Report
 - ii. Programmer's Reports (adult and general programming)
 - iii. Statistics
 - iv. Chair's Report
 - v. Finance Committee
 - vi. Policy Committee
 - vii. WiFi hotspots in Kitchener
 1. Deb to check with Kitchener Public Library re: capping data use.
- 4. Items for Decision**
 - a. Photocopier e-motion – **Motion 37/15 M/S/C** Moved by K. Rud, Seconded by K. Schwaiger. Passed
 - b. November joint meeting – response only from Edberg. We will meet alone as normal.
 - c. County Council Presentation – E. Luck and K. Gael will join Deb

5. Items for Discussion

- a. Minimum wage in 2018 – Policy committee will meet to review grids.

6. Adjournment

- a. Next regular Board meeting: **November 17, 2015 at 5:00 PM**



5404 - 56 Avenue
Lacombe, AB T4L 1G1

Ph. (403) 782-3850
Fax. (403) 782-4650

Parkland Regional Library

Cooperation ■ Innovation ■ Service

Memo

To: *Municipal Administrators*

From: *Anna Alexander*
Executive Secretary

Date: *October 5, 2015*

RE: *Update on Board Representatives*

NOTE:

To reduce costs, Parkland Regional Library's Board packages are sent to board members and municipalities by email. We need an email address for your municipality and a personal email address for your representative. The Board packages will also be posted on PRL's webpage.

We need to update our contact information to get the correct names and email addresses for the PRL Board representative for each municipality/county. If you could please fill out this form, scan it, and email it back to me at aalexander@prl.ab.ca it would be greatly appreciated. If possible, this information should be returned by November 1.

Name of Municipality/County: City of Camrose

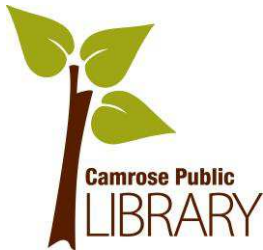
PRL Representative: Deborah Cryerman
Alternate Elizabeth Duck

Representative's Contact Information:
 Address: Camrose Public Library
4710 - 50 Avenue CAMROSE, AB T4V 0R8
 Phone: 780-672-4214

An email address for municipality: deb@prl.ab.ca

An email address for PRL Board representative: Same as above.

Length of term: October 26, 2015 - October, 2016
Organizational Meeting of Council



4710 50 Avenue Camrose AB T4V 0R8
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<http://cpl.prl.ab.ca>
@CamroseLibrary1
[facebook.com/CamroseLibrary](https://www.facebook.com/CamroseLibrary)
deb@prl.ab.ca

October 23, 2015

Honourable Danielle Larivee
Minister of Municipal Affairs
10800 97 Avenue NW
Edmonton AB T5K 0B7

Dear Ms. Larivee,

On behalf of the Board and Staff of the Camrose Public Library, please accept our warm congratulations on your appointment as Minister of Municipal Affairs. Your appointment clearly acknowledges your outstanding service to Alberta as well as our Premier's trust in you. We look forward to working with you over the next four years to build on this province's accomplishments.

During tough economic times, more and more people turn to the public library for information, job searching, communication, culture, education, and recreation. In many communities, libraries have shown to be a strong economic motivator, helping entrepreneurs find valuable information and find links to other business resources. Although libraries have expanded their services past basic reading materials, reading is essential for the health of all Albertans. Over 45% of Albertans are below a level three literacy rate¹, making libraries more essential than ever before. Likewise, reading, viewing, and listening for pleasure can foster mental stimulation, stress reduction, knowledge building, vocabulary expansion, memory improvement, stronger analytical thinking skills, improved focus, and better writing skills, all of which can improve the health of Albertans. Libraries have grown to be essential community hubs, improving the health, education, and economy in communities around the province.

In Camrose, we have four main goals: to create young readers, to help people satisfy their curiosity for lifelong learning, to stimulate their imagination, and to welcome newcomers to Canada. We know that the values we have are shared with you and your party. We hope we can forge a lasting working relationship with you over the next several years and are happy you have been chosen to lead Municipal Affairs.

Again, warmest congratulations!

Sincerely,

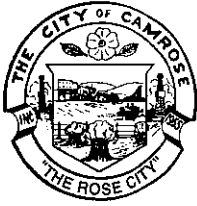
Deborah Cryderman
Director, Camrose Public Library

cc: Camrose Public Library Board

<http://well-being.esdc.gc.ca/misme-iowb/.3ndic.1t.4r@-eng.jsp?iid=31>

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The City of
CAMROSE

CITY HALL, 5204-50 AVE., CAMROSE, ALBERTA T4V 0S8 PH. (780) 672-4426 FAX (780) 672-2469



November 10, 2015

File 125-1

Elizabeth Luck
c/o Camrose Public Library
4710 – 50 Avenue
Camrose, AB
T4V 0R8

**re: 2015-2016 Camrose City Council's Alternate Representative to the
Parkland Regional Library Board**

Dear Ms. Luck,

Please be advised that at the October 26, 2015 Organizational Meeting of Council, Council appointed you as the alternate representative in the absence of Deborah Cryderman to the Parkland Regional Library Board. Your appointment is for the term of October 26, 2015 to the Organizational Meeting of Council to be held in October, 2016.

Please give me a call if there are any questions.

Yours truly,

The City of Camrose

Norman Mayer
Mayor

cc: Debra Smith, Chairman – Parkland Regional Library Board
Deborah Cryderman

We've drafted a couple of letters and some information packages and are hoping to have a number of ways of reporting including Facebook, twitter, Instagram, email, and phone.

- The purpose of Read for 15 is to bring awareness to literacy:
 - a. To promote reading
 - b. To make all reading “valid”
 - c. To make people aware of the value of reading in their lives. Imagine your life if you couldn't read!
- Each library will be responsible for promoting their own Read for 15 and collecting their own statistics
- We will compete to have the highest percentage of our community read for 15 minutes. Calculations will be based on the number of “reported readings”/population x 100= percentage of population participating. Highest percentage wins
- Use the population as reported in your provincial annual report
- Get EVERYONE to read: doctors, lawyers, dentists, business people, and politicians; not just aimed at kids.
- Report in a number of ways:
 - d. Twitter (#readfor15aca) *use your library's code
 - e. Instagram (#readfor15aca) *use your library's code
 - f. Facebook – post to your library's Facebook
 - g. Webpage surveys (webforms)
 - h. In-library paper form
 - i. In-library verbal reporting
 - j. Emails to the library (set up an email address just for this event)
 - k. Phone calls

to report readings from midnight to midnight on Wednesday January 27th, Family Literacy Day

- ONLY the first 15 minutes for EACH person counts towards your reported readings. If you read for an hour, only the first 15 counts. If 5 people in your family/office read for 15 minutes then they can each count their session.

County Presentation

Elizabeth, Kate, and I visited County Council to present our budget on Wednesday, October 21st. It seemed to go well and we're just waiting to hear back from them.

LAG Meeting

PRL is working on cleaning up our ability to collect statistics from our circulation reports, and they promoted the new van run method (which saves us a good hour every week). The new van run system kicks in for the rest of PRL on December 1st and we expect it to become even more

efficient.

Outcomes Evaluation

I attended an outcomes evaluation workshop at EPL on October 29th. My brain is still trying to process how we can implement this.

Paint ‘n’ Sip

We had a very successful Paint ‘n’ Sip event on October 30th with 30 people in attendance. We will certainly do this again.

Family Violence Month

We are hosting several displays and red silhouettes during Family Violence Month thanks to Alberta Health Services.

Bunker LGBTQ Safe Space

Two Augustana CSL students hosted a Launch Party to make people aware of the Bunker as an LGBTQ Safe Space on Friday, November 6th. Approximately 60 people attended a talk by Professor Sean Moore followed by movies, games, and food.

October 2015

Regular Programs

English Conversation Circle, Make and Take, Got Ukulele, Rock the Stacks, and Spanish Speaking Circle have been running well.

Information or Interesting Programs in October

The Election Forum on October 1 was very well attended and we had quite a lively discussion and question period!

Members from the Burgar Funeral Home lead a discussion on funeral planning on Tuesday, October 13. It was very interesting and they are willing to do another program and even offered to cover the advertising.

Carol Breitreutz facilitated a Drum Circle on Thursday, October 15. While only a few people attended this program, it was a super fun evening.

Tara Szott from the Chuck McLean Art Centre taught a step by step Paint n' Sip on Friday, October 30. Although this was not a free event it was well attended and people wanted to come back for more classes.

Lorne W.P. Vanderwoude, a local author was kind enough to come and read from his book and answer questions on Wednesday, October 28.

Feena and Lisa have been doing outreach at the Flu Clinics. They take a number of fabulous children's books and read to the children while they wait for their immunizations.

Upcoming Events for November

Lisa and Nicole will be meeting with the Rotary Club on November 2 to discuss library programs.

Writing Workshop – Saturday November 14 with Kimmie Beach

Oh Balls! Thursday, November 12 from 6:00 to 7:30. Our very own Deb Cryderman will be teaching a course on how to knit a ball.

Drum Circle Thursday, November 26 from 6:00 to 7:30

Miss Representation is a documentary on how the media portrays and affects women with a discussion afterwards. Monday, November 30 from 6:-- PM to 8:00PM

Ugly Christmas Sweater wear or make an ugly sweater on December 15 from 1:00 am to 8:00 PM

CPL Service Responses and Applicable Programs

Stimulate Imagination: Reading, Viewing and Listening for Pleasure

- Regular outreach programming: **55 participants**
- Hospice Outreach: **130 people**
- Regular in-house programs: **295 people**
- Flu Clinic Outreach: **500 people**
- Taleblazers with Tolowa Mollel: **55 people**
- Local author reading: **7 people**
- Halloween Party: **80 people**
- Halloween Comicfest: **285 people**
- Programs facilitated by outside organizations: **14 people**

Total for service response 1: 1421 participants

Create Young Readers: Early Literacy

- Ongoing outreach programs: **10 people**
- Ongoing in-house programs: **315 participants**

Total for service response 2: 325 participants

Satisfy Curiosity: Lifelong Learning

- CSL Outreach: **30 people**
- Funeral Planning: **13 people**
- World Sight Day: **18 people**
- Impromptu Music program: **4 people**
- Candidate Forum: **70 people**
- Drum Circle: **6 people**
- Paint 'n' Sip: **34 people**
- Ongoing in-house programs: **80 people**
- Programs facilitated by outside organizations: **52 people**

Total for service response 3: 307 participants

Welcome to Canada: Services for Newcomers

- Ongoing in-house programs: **23 people**
- ESL Tutor: **19 people**

Total for service response 4: 42 participants

Total program participation for October, 2015: 2058 people, a 19% YTD increase compared to September, 2014 YTD.

Upcoming Programming and Partnerships

- Suham has created a new, ongoing program for school aged children. **Maker Mondays** will run from **3:45 to 4:45** every week, and will give kids a chance to learn about electronic wiring, simple programming, and other super-cool, creative, techy things!
- **Wednesdays, October 20 to December 2, 4:00 PM: Enviropalooza**
Kids in grades 1-6 are invited to explore environmentalism with CSL student from Augustana
- **November 12, Oh Balls! A Knitting Program, 6:00 PM**
Learn to knit a ball! Yarn, stuffing, pattern, and needles provided, or bring your own needles (4.5 mm or US 7). Some experience will be helpful.
- **November 14, Kimmy's Uncomfortable Writing Lesson, 9:00 AM to 4:00 PM**
This free, day-long workshop will take participants out of their own heads and out of their writing comfort zones. Using a variety of prompts, Kimmy Beach will guide you through several inspiring and fun exercises that will ensure that everyone leaves with lots of words on lots of paper.
- **November 26, Drum Circle, 6:00 to 7:30 PM**
Carol Breitreutz will lead a drumming circle that welcomes all ages, all experience levels, everybody and anybody with a desire to share rhythms. Drum circles are a fun way to reduce stress and build community. Feel free to bring your own drum, or use one that will be provided.
- **December 5, Family Christmas Party, 10:00 AM to 12:00 PM**
It's the most wonderful time of the year! Pack up the family, invite friends, and spend a festive morning at the library! There will be crafts, prizes, refreshments, musical entertainment, and, of course, a visit with the Man in Red himself!

Camrose Public Library

Monthly Statistics

October 2015

	Oct 2015	Oct 2014	2015 Total YTD	2014 Total YTD	under/ over 2014	% Chg. Over 2014				
Circulation							eContent statistics			
Adult Material	7,346	9,135	78,143	86,169	-8,026	-9%				
Young Adult Material	413	505	5,013	4,826	187	4%			3M	3064
Juvenile Material	4,858	5,120	47,091	49,345	-2,254	-5%			Hoopla	1049
Transit Books Sent (PRL)	2,647	2,599	25,318	24,125	1,193	5%			One Click	259
Transit Books Borrowed (PRL)	2,119	2,537	23,348	22,947	401	2%			Zinio	1465
TAL Items Sent	40	26	270	218	52	24%			EBSCO e-book	89
TAL Items Borrowed	101	88	1,387	914	473	52%			EBSCO audio	32
Econtent			5,958	0					Total:	5958
Total Circulation	17,524	20,010	186,528	188,544	-2,016	-1%				

REFERENCE	Oct 2015	Oct 2014	2015 Total YTD	2014 Total YTD	under/ over 2014	% Chg. Over 2014
By Phone	1,216	1,211	11,148	11,805	-657	-6%
In Person	2,304	2,631	21,880	20,459	1,421	7%
E-Mail/Website/Social Media	1,043	752	8,605	7,553	1,052	14%

MISCELLANEOUS	Oct 2015	Oct 2014	2015 Total YTD	2014 Total YTD	under/ over 2014	% Chg. Over 2014
Number of Exams	25	16	330	203	127	63%
Number of Internet Users	1,650	1,732	16,061	15,067	994	7%
Visitors	8,498	9,587	88,576	85,248	3,328	4%
Wifi users	4,680		39,923	7,941	31,982	403%

PROGRAMS

Description of Service Responses

1. Stimulate Imagination: Reading, Viewing, Listening for Pleasure
2. Create Young Readers: Early Literacy
3. Satisfy Curiosity: Lifelong Learning
4. Welcome to Canada: Services for Newcomers *NEW*
5. Visit a Comfortable Place: Physical and Virtual Spaces (before 2014)
6. Connect To The Online World: Public Internet Access (before 2014)

SERVICE RESPONSE	October 2015		2015 YTD		Participants	
	Program Sessions	Partici-pants	Program Sessions	Partici-pants	2014 YTD	2013 YTD
1	38	1421	506	10,638	7,430	4,408
2	28	325	267	3,387	3,022	3675
3	30	307	354	4,673	5,190	745
4	12	42	77	219	259	0
5			0	0	0	2140
6			0	0	0	387
Totals	108	2095	1,204	18,917	15,901	11,355

Circulation by Residence	Oct 15	Oct 14	% change
City of Camrose	9,281	11,189	-17%
County of Camrose	2,578	2,713	-5%
Outside City/County	766	864	-11%
ME	129		
Total	12754	14,766	-14%

Proposed Salary Grids

Adjusted for COLA annually

2016

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Page	\$11.21	\$11.61	\$12.00	\$12.39	\$12.80	n/a	n/a	n/a
Adult Page	\$12.44	\$12.85	\$13.46	\$13.87	\$14.28	\$14.69	\$15.10	\$15.50
Grant Staff	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00	\$16.00
Clerk II	\$17.03	\$17.58	\$18.15	\$18.76	\$19.32	\$19.89	\$20.48	\$21.04
Clerk III	\$17.91	\$18.54	\$19.17	\$19.81	\$20.44	\$21.07	\$21.70	\$22.32
Janitor/Maintenance	\$19.00	\$19.50	\$20.00	\$20.50	\$21.00	\$21.50	\$22.00	\$22.50
Programmer	\$21.02	\$21.76	\$22.50	\$23.21	\$23.94	\$24.67	\$25.39	\$26.14
Manager	\$53,726.84	\$55,447.33	\$57,167.87	\$58,888.38	\$60,608.82	\$62,329.42	\$64,049.93	\$65,770.47
Director	\$69,602.98	\$72,872.80	\$75,275.20	\$77,677.60	\$80,080.00	\$82,573.40	\$85,048.60	\$87,596.60

2017

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Page								
Adult Page	\$14.60	\$15.00	\$15.40	\$15.80	\$16.20	\$16.60	\$17.00	\$17.40
Grant Staff	\$18.00	\$18.50	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00
Clerk II	\$17.58	\$18.15	\$18.76	\$19.32	\$19.89	\$20.48	\$21.04	\$21.62
Clerk III	\$18.54	\$19.17	\$19.81	\$20.44	\$21.07	\$21.70	\$22.32	\$22.95
Janitor/Maintenance	\$19.50	\$20.00	\$20.50	\$21.00	\$21.50	\$22.00	\$22.50	\$23.00
Programmer	\$21.76	\$22.50	\$23.21	\$23.94	\$24.67	\$25.39	\$26.14	\$26.89
Manager	\$55,447.33	\$57,167.87	\$58,888.38	\$60,608.82	\$62,329.42	\$64,049.93	\$65,770.47	\$67,491.01
Director	\$72,872.80	\$75,275.20	\$77,677.60	\$80,080.00	\$82,573.40	\$85,048.60	\$87,596.60	\$90,144.60

2018

	Step 0	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	Step 7
Page								
Adult Page	\$15.00	\$15.40	\$15.80	\$16.20	\$16.60	\$17.00	\$17.40	\$17.80
Grant Staff	\$18.50	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00	\$19.00
Clerk II	\$18.15	\$18.76	\$19.32	\$19.89	\$20.48	\$21.04	\$21.62	\$22.20
Clerk III	\$19.17	\$19.81	\$20.44	\$21.07	\$21.70	\$22.32	\$22.95	\$23.58
Janitor/Maintenance	\$20.00	\$20.50	\$21.00	\$21.50	\$22.00	\$22.50	\$23.00	\$23.50
Programmer	\$22.50	\$23.21	\$23.94	\$24.67	\$25.39	\$26.14	\$26.89	\$27.64
Manager	\$57,167.87	\$58,888.38	\$60,608.82	\$62,329.42	\$64,049.93	\$65,770.47	\$67,491.01	\$69,211.55
Director	\$75,275.20	\$77,677.60	\$80,080.00	\$82,573.40	\$85,048.60	\$87,596.60	\$90,144.60	\$92,692.60

Request for Decision

Food for Fines

In October of each year, the Camrose Public Library waives the fines of anyone willing to pay with the equivalent value of a food donation. This food is then donated to the food bank. In October 2015, we donated 560.2 pounds of food.

At the same time, a number of people continued to pay their fines as well as make a donation to the Food Bank. In October 2015, we received \$717.74.

Proposal

I have been asked by the staff that we donate the money collected during October as well as the food we collect.

Financials

- In October 2015 \$717.74
- In 2015 (projected) \$11,000.00 (approximately)

Decision

Whether to donate money collected in October to the Food Bank as well as the food we collect.