

DRAFT Agenda
Woodstock Public Library Board
November 8, 2022

Date: Tuesday, November 8, 2022
Time: 4:00 p.m.
Place: Library Meeting Room and Via ZOOM Video Conferencing

1. Call to Order/Chairperson's Remarks

2. Indigenous Acknowledgement

The Woodstock Public Library is situated on the traditional territories of the Indigenous Peoples and covered by the Upper Canada Treaties. The Library Board (I) would like to acknowledge the history of the traditional territory on which the Library stands. We (I) would also like to respect the longstanding relationships of the local Indigenous groups, the Haudenosaunee, Lanape, and Anishinaabek of this land and place in Southwestern Ontario. We (I) would like to recognize the Indigenous communities in close proximity to the city of Woodstock: Chippewas of The Thames First Nation; Oneida Nation of The Thames; Munsee-Delaware Nation; Mississaugas of New Credit First Nation; and Six Nations of The Grand (which consists of Mohawk, Cayuga, Seneca, Onondaga, Oneida and Tuscarora Nations).

**3. Approval of the Agenda
Recommendation:**

That the Board approves the Agenda as circulated (or following corrections or additions)

4. Declaration of Conflict of Interest

**5. Minutes of the Meeting of October 11, 2022
Recommendation:**

That the Board approves the Minutes of the meeting of October 11, 2022, as circulated (or following corrections)

6. Business Arising from the Minutes

a) Policy – CEO Succession Plan (Draft)

7. Delegations/Presentations
None

8. Board Education
None

9. Consideration of Correspondence
For Information

a) Friends of the Woodstock Public Library
Minutes of the Meeting of March 11, 2020

- b) **Card of Thanks – Melanie Carter**
Gwynne Dyer Lecture

10. Administrative Reports

- a) **Monthly Report**
 - i) Report of the Chief Executive Officer for October/November, 2022
- b) **Statistics**
 - i) Library Systems Activities for the month of October, 2022
- c) **Policy Review**
None

11. Committee Reports

- a) **Ontario Library Service Trustee Assembly**
Verbal Update
- b) **Health and Safety**
 - i) Joint Health & Safety Committee Terms of Reference
Recommendation:
That the Board approves the Joint Health & Safety Committee Terms of Reference, as circulated (or following corrections)

12. New Business
None

13. Notices of Motion
None

14. Attachments

- a) ***Library association calls for release of remaining residential school records***; Woodstock Sentinel Review; September 30, 2022
- b) ***Woodstock Public Library Appoints New CEO***; Heart FM website; October 13, 2022
- c) ***Woodstock library board appoints new CEO***; Woodstock Sentinel Review; October 14, 2022
- d) ***Heard A Good Book Lately?***; Woodstock Sentinel Review; October 20, 2022

15. Committee of the Whole In-camera
Personal matters concerning an identifiable individual

16. Finance

a) Treasurer's Report (as provided by Treasury)

Recommendation:

That the DRAFT Statement of Revenues and Expenditures for the period ending October 31, 2022, and the DRAFT Summary of Trust Account for the period ending October 31, 2022, and the DRAFT Summary of the Jessie McDougall Trust Fund for the period ending October 31, 2022, be approved as information received.

b) Budget

i) Board Report – Operating Budget

ii) 2023 Revenue Fund (Operating) Budget

Recommendation:

That the Board approves the proposed 2023 Revenue Fund (Operating) Budget to be forwarded to City Council for final approval.

17. Next Meeting

Tuesday, December 13, 2022, 4:00 p.m.

18. Adjournment

VISION

Your Destination for Discovery

MISSION

The Woodstock Public Library is a community based accessible centre that responds to changing needs by providing up-to-date resources in a welcoming environment.

Woodstock Public Library Board

DRAFT Meeting Minutes October 11, 2022

A regular meeting of the Woodstock Public Library Board was held on Tuesday, October 11, 2022, at 4:00 pm, in the Library Meeting Room and virtually via ZOOM technology.

a) The following Board members were present:

Ken Whiteford, Chair
Mary Anne Silverthorn, Vice-chair
Brian Crockett, Trustee
Gary Wade, Trustee
Councillor Connie Lauder

b) The following Board members sent regrets:

Councillor Deb Tait

c) The following Board members were absent:

Mayor Trevor Birtch

d) The following persons were also present:

Lindsay Harris, Acting CEO
Lori Peixoto, recorder

1. Call to Order/Chairperson's Remarks

The Chair called the meeting to order at 4:00 pm.

2. Indigenous Acknowledgement

The Woodstock Public Library is situated on the traditional territories of the Indigenous Peoples and covered by the Upper Canada Treaties. The Library Board (I) would like to acknowledge the history of the traditional territory on which the Library stands. We (I) would also like to respect the longstanding relationships of the local Indigenous groups, the Haudenosaunee, Lanape, and Anishinaabek of this land and place in Southwestern Ontario. We (I) would like to recognize the Indigenous communities in close proximity to the city of Woodstock: Chippewas of The Thames First Nation; Oneida Nation of The Thames; Munsee-Delaware Nation; Mississaugas of New Credit First Nation; and Six Nations of The Grand (which consists of Mohawk, Cayuga, Seneca, Onondaga, Oneida and Tuscarora Nations).

3. Approval of the Agenda

Motion 22-69

MOVED by C. Lauder and seconded by M. Silverthorn to approve the Agenda.

Motion carried.

4. Declaration of Conflict of Interest

None.

5. a) Minutes of the Meeting of July 21, 2022

Motion 22-70

MOVED by B. Crockett and seconded by G. Wade to approve the Minutes of the Special Meeting of July 21, 2022.

Motion carried.

b) Minutes of the Meeting of September 13, 2022

Motion 22-71

MOVED by B. Crockett and seconded by G. Wade to approve the Minutes of the Meeting of September 13, 2022.

Motion carried.

c) Minutes of the Meeting of September 16, 2022

Motion 22-72

MOVED by M. Silverthorn and seconded by G. Wade to approve the Minutes of the Special Meeting of September 16, 2022.

Motion carried.

6. Business Arising from the Minutes

K. Whiteford brought to attention the request of projected surplus being put to Salary Reserves.

L. Harris stated that a letter had been sent to City Hall regarding projected surplus.

There was no other business arising.

7. Delegations/Presentations

None.

8. Board Education

None.

9. Consideration of Correspondence

a) Thank-you Card – D. Harvie

A card of thanks from D. Harvie, retired CEO, was passed around the table.

10. Administrative Reports

a) Monthly Report

Report of the Chief Executive Officer (Acting) for September/October, 2022

L. Harris reported on upcoming Library events, noting those that took place since the last meeting of the Board, including various library recognition weeks and National Truth & Reconciliation Day.

C. Lauder asked if teens were using the space dedicated for them on the second floor of the Library. The topic was brought up at the All Candidates Debate that there was no place for teens to gather in the community.

L. Harris noted that the Library's Teen Space renovation was a project that was put on hold due to the pandemic, but an open space had been made available for teens on the second floor, adding tables and chairs for the time-being. Wi-Fi stats were up considerably since teens had been back in school and using the Library during their lunch hours.

b) Statistics: Library Systems Activities for September, 2022

L. Harris noted that September numbers were historically down following the busy summer months. Fall programs would start mid-September, so numbers would be up in October. The Library was still seeing a steady growth of new card-holders.

c) Policy Review

None.

11. Committee Reports

a) Ontario Library Service Trustee Assembly

i. Board Assembly Meeting, September 2022 – G. Wade

G. Wade updated the Board on his attendance at the Assembly, and noted that the presentation was attached to the package that was sent to the Board.

There were no questions or comments from the Board.

b) Health and Safety

Motion 22-73

MOVED by M. Silverthorn and seconded by C. Lauder that the Board receives the Minutes of the Joint Health & Safety Committee meeting of June 10, 2022, as information.

Motion carried.

12. Finance

a) Treasurer's Report

Motion 22-74

MOVED by G. Wade and seconded by B. Crockett that the DRAFT Statement of Revenues and Expenditures for the period ending September 30, 2022, and the DRAFT Summary of Trust Account for the period ending September 30, 2022, and the DRAFT Summary of the Jessie McDougall Trust Fund for the period ending September 30, 2022, be approved.

Motion carried.

13. New Business

**a) Board Report – Library Closure
Staff Development**

Motion 22-75

MOVED by C. Lauder and seconded by B. Crockett that the Board approves the proposed closure of the Library as presented.

L. Harris explained that Management was currently working on the itinerary for Staff Development Day, scheduled for Thursday, November 3, 2022.

Motion carried.

b) Board Report – Library Closure
Christmas and New Year Holidays

Motion 22-76

MOVED by M. Silverthorn and seconded by C. Lauder that the Board approves the proposed closure of the Library as presented.

L. Harris noted the typical closures that would occur over the Christmas holidays.

Motion carried.

14. Notices of Motion

None.

15. Attachments

None.

16. Committee of the Whole In-camera

Motion 22-77

MOVED by B. Crockett and seconded by G. Wade that the Board moves into Committee of the Whole In-camera at 4:22 pm.

Motion carried.

The Acting CEO and recorder exited the meeting.

Motion 22-78

MOVED by M. Silverthorn and seconded by C. Lauder that the Board moves out of Committee of the Whole In-camera at 4:40 pm.

Motion carried.

Motion 22-79

MOVED by M. Silverthorn and seconded by B. Crockett that the Board approves the Agenda for the Meeting of the Committee of the Whole In-camera.

Motion carried.

Motion 22-80

MOVED by B. Crockett and seconded by G. Wade that the Board approves the Minutes of the Committee of the Whole In-camera for July 21, 2022.

Motion carried.

Motion 22-81

MOVED by C. Lauder and seconded by G. Wade that the Board approves the Minutes of the Committee of the Whole In-camera for September 13, 2022.

Motion carried.

Motion 22-82

MOVED by M. Silverthorn and seconded by B. Crockett that the Board approves the Minutes of the Committee of the Whole In-camera for September 16, 2022.

Motion carried.

Motion 22-83

MOVED by G. Wade and seconded by B. Crockett that the Board approves Report #IC-2022-005.

Motion carried.

17. Next Meeting

Tuesday, November 8, 2022, 4:00 pm.

18. Adjournment

MOVED by C. Lauder that the meeting adjourns at 5:13 pm.

Vision

Your Destination for Discovery

Mission

A welcoming place to create, connect and explore.



Woodstock Public Library Policy

Policy Name: CEO Succession Planning

Category: Governance

Version: 17 June 2022

POLICY STATEMENT AND RATIONALE

The purpose of this policy is to establish a plan in order to ensure the continued smooth operations of the Woodstock Public Library during any period of CEO turnover or absence.

Leadership plays an essential part in the success of any organization. Planning for transition in leadership, as well as any unexpected interruption, is considered a governance best practice.

SCOPE

This policy applies to the Library Board, Library Chief Executive Officer and those Management-level employees who may, from time to time, be authorized to exercise the authority of the Chief Executive Officer.

DEFINITIONS

“*Board*” means the Woodstock Public Library Board.

“*CEO*” means the Chief Executive Officer of the Woodstock Public Library.

“*Library*” means the Woodstock Public Library.

“*Management-level Employee*” means an employee who holds the position of Manager within the Woodstock Public Library.

POLICY, PROCEDURE AND IMPLEMENTATION

1.0 Statement of Authority

1.1 Under the authority of the *Public Libraries Act, R.S.O. 1990, Chapter P. 44, (15)2*, the Board has the sole right to appoint a Chief Executive Officer.

2.0 Responsibility

- 2.1 It is the responsibility of the Board to assess the leadership needs of the Library and to ensure the selection of a qualified and capable CEO. The Board has the authority to determine the selection process.
- 2.2 Given the level of authority and responsibilities of the CEO, established by the *Public Libraries Act*, other legislation, and by Board bylaws and policies, the Board recognizes the importance of having a plan in the eventuality of a CEO succession requirement arising either from a leave of absence, emergency, retirement, or resignation.
- 2.3 The Board directs the CEO to ensure succession-ready Management-level employees are able to take on CEO responsibilities on an interim basis.

3.0 Short-term Planned Succession

- 3.1 Short-term planned succession is used for planned situations when the CEO is not available to perform the duties of the job for a period not expected to exceed three (3) months. It is used most frequently for periods when the CEO is on vacation and not immediately available (e.g., out of the country). It may also be used when the CEO is on approved leave (e.g., a planned short-term medical leave).
 - 3.1.1. The CEO will appoint a Management-level employee into the role of Acting CEO and will advise the Library Board Chair.
 - 3.1.2. Duties of the CEO may be temporarily split among the designated Management-level employees.
 - 3.1.3. When the CEO is on vacation, contact information will be made available to the Library Board Chair and Acting CEO in the event of a crisis. For the most part, the CEO will be available by cell phone to the Acting CEO and Library Administrative Assistant.

4.0 Emergency Succession

- 4.1 Emergency succession is required when an unplanned circumstance, such as an illness, accident, or other unforeseen circumstance, renders the CEO unable to perform the duties of the position.
- 4.2 The Library Board, in consultation with the CEO when circumstances allow, will appoint a Management-level employee into the role of Acting CEO. Duties of the CEO may be temporarily split among designated Management-level employees.

5.0 Planned Departure

- 5.1 A voluntary departure may arise from circumstances such as the expiry of a CEO employment contract term, resignation, or retirement. The CEO will provide a period of reasonable notice before voluntary departure. The Board will formally

accept the notice at the soonest possible Board Meeting (regular or special, as required).

The Board may be required to appoint an Acting CEO depending on the timing of the end of the CEO's employment and the expected appointment of a successor.

- 5.2 In the event of an involuntary departure of the CEO by the Board, the Board will plan for the appointment of an Acting CEO.
- 5.3 Whether voluntary or involuntary, the Board will strike an ad hoc CEO Search Committee and approve terms of reference for the Committee in accordance with the Board's Procedural Bylaw.

6.0 Authority of the Acting CEO

- 6.1 The person appointed as Acting CEO shall have the full authority for decision-making and independent action as the regular CEO, subject to the policies of the Board.

7.0 Library Board Oversight

- 7.1 The Library Board Chair is responsible for monitoring the work of the Acting CEO and will be sensitive to the special support needs of the Acting CEO in their temporary leadership role.

RELATED DOCUMENTS AND POLICIES

Public Libraries Act, R.S.O. 1990, Chapter P. 44

DOCUMENT REVISION RECORD

| | |
|-----------------|-------------------|
| Developed By: | D. Harvie |
| Date: | 17 June 2022 |
| Adoption Date: | |
| Effective: | |
| Resolution No.: | 22-__ |
| Review Cycle: | Once Per Term |
| Last Reviewed: | 13 September 2022 |



Friends of the Woodstock Public Library
March 11, 2020

Present: Marlene Turkington (Chair)
Frances Gottschlich (Vice-Chair)
Laura Schneider (Treasurer)
Marion Baker (Secretary)
Sharron Skevington
Rick Cole
Christina Cullen
Sylvia Weiser-Sutherland
Judy Muzzin
Karen Vreeker
Karen Leslie
Gerry Wormald

Also present: David Harvie (Library CEO)

Regrets: Tina DeBeer, Krista Versteeg, Isobel Cosyn, Peter Ruehlicke

Chair Marlene Turkington calls the meeting to order at 5:15 p.m.

Moved by: Sylvia Weiser-Sutherland
Seconded by: Christina Cullen

That the Agenda of March 11, 2020, be approved.

Carried.

Moved that the Minutes of the meeting held on November 14, 2019, be approved.
Carried.

Membership:
Roll Call is taken.

Financial Report:
Treasurer Laura Schneider presented the financial report.

Correspondence:
Chair Marlene Turkington provided a Webinar update.

Facebook Update:
No report.

Library C.E.O.'s Update
C.E.O. David Harvie provided an update of recent activities at the library.

Adjournment:

The meeting is adjourned at 6:35 p.m.
Next meeting April 8, 2020 at 5:15 p.m.

Marlene Turkington, Chair _____

Thankyou so much for
the evening with Guyonne Weyer.

So very interesting and how
lucky are we, the audience, for
the opportunity to hear him
speak.

Melanie Barker



Subject: CEO Report for November, 2022

Action: For Information

Prepared by: Lindsay Harris

Meeting of: November 8, 2022

Contribute Vibrant Spaces

Halloween programming was very popular with our community again this year with high participation in our Halloween Storytimes, drop in programming, and the story walk in Victoria Park (co-hosted with Oxford EarlyON). Families expressed their excitement to be returning to these programs in person.

Strengthen our Community

The Library celebrated both Indigenous Public Libraries week and Ontario Public Libraries week in October. Library staff created displays, book lists, and other creative ways to celebrate this special month for libraries and our communities.

Library staff enjoyed the Halloween season with displays and decorations throughout the building, as well as a contest sponsored by the Staff Social Committee.

The Friends of the Library held their first meeting since early 2020 in October. I attended the meeting and was pleased to see an excellent membership turn out. The Friends are planning on hosting a book sale in early spring and are looking forward to reconnecting with the Library and supporting our initiatives.

Over 180 tickets were distributed for the Gwynne Dyer lecture on November 1st, co-hosted by Woodstock Public Library and Oxford County Library. The lecture was well received by the community, and patrons have expressed appreciation to the library for providing this opportunity.

Reinforce our Capabilities

Recruitment for the new Manager of Operations and Manager of Public Services has begun. The positions were posted in late October, and will close in mid-November. The Library anticipates that the successful candidates for these positions would start in late December, 2022/early January, 2023.

The Circulation department received new staff scanning workstations in October that are in the process of being deployed. These machines are replacing older versions that have reached end of life.

Staff Development Day was held on Thursday, November 3. Staff received Customer Service and De-Escalation training from the Centre for Addiction and Mental Health (CAMH) and enjoyed a social lunch together as a team. Staff have expressed that the timing of this development day is problematic, and as such we are considering hosting a development day in late spring of 2023 instead of the traditional November date.

Respectfully Submitted,

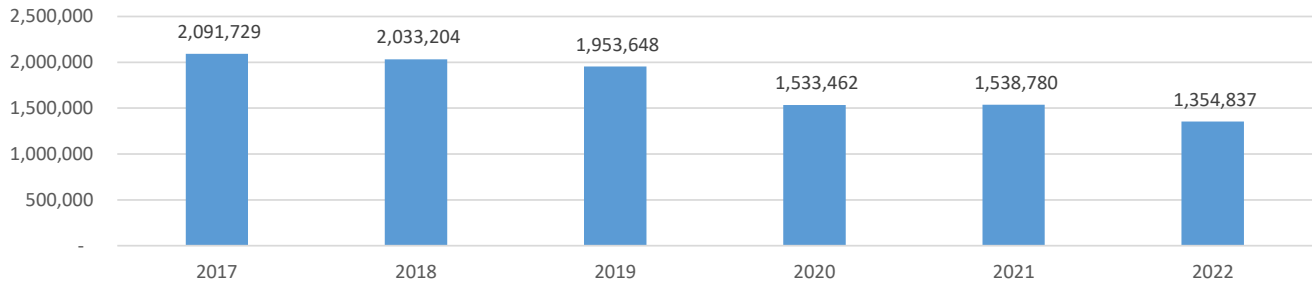
Lindsay Harris
Chief Executive Officer



Woodstock Public Library

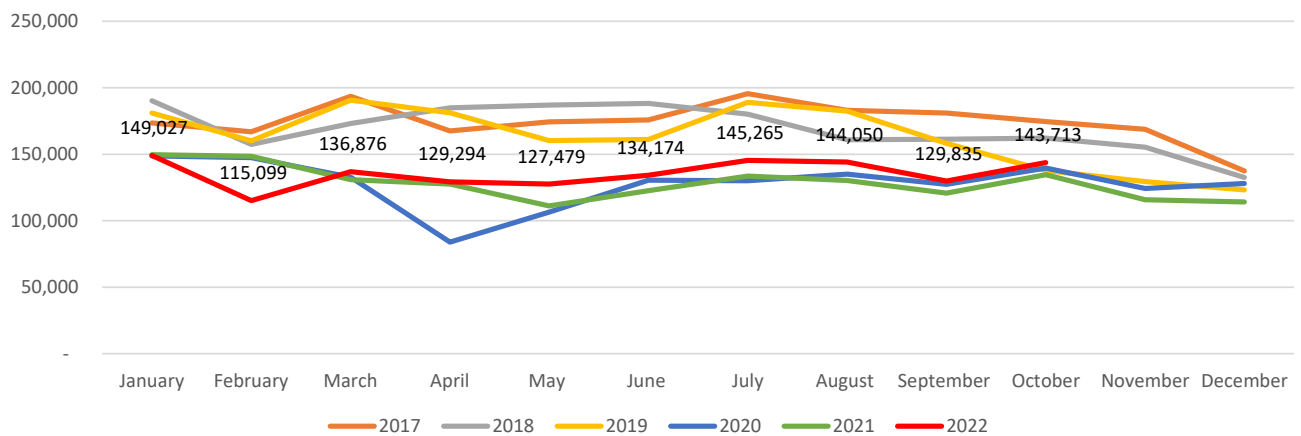
445 Hunter Street Woodstock, ON N4S 4G7 Tel: 519-539-4801

Total Library Uses 2017 - Present

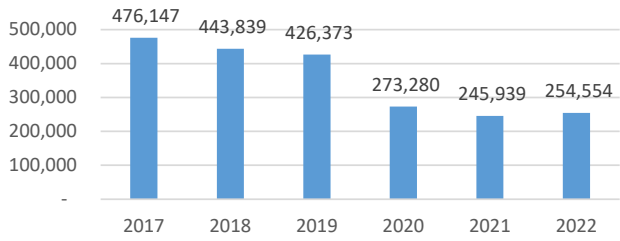


| 2022 | Total Circulation | In Person Visits | Electronic Visits | Social Media Engagements | Program Attendance | Public Computer Use | WIFI Access | Database Searches | Total Library Uses |
|--------------|-------------------|------------------|-------------------|--------------------------|--------------------|---------------------|---------------|-------------------|--------------------|
| January | 18,350 | 3,018 | 96,293 | 26,551 | 827 | 46 | 668 | 3,299 | 149,052 |
| February | 20,032 | 7,086 | 66,083 | 17,026 | 652 | 241 | 672 | 3,307 | 115,099 |
| March | 26,531 | 12,599 | 72,960 | 19,802 | 1,126 | 611 | 1,007 | 2,240 | 136,876 |
| April | 25,638 | 12,230 | 65,093 | 20,849 | 1,057 | 829 | 1,047 | 2,551 | 129,294 |
| May | 25,176 | 12,400 | 64,441 | 20,577 | 1,122 | 762 | 1,235 | 1,766 | 127,479 |
| June | 25,747 | 14,412 | 68,708 | 17,676 | 3,876 | 845 | 1,303 | 1,607 | 134,174 |
| July | 30,287 | 17,928 | 71,927 | 17,718 | 3,337 | 1,240 | 1,188 | 1,640 | 145,265 |
| August | 30,588 | 16,688 | 78,798 | 11,564 | 2,062 | 1,245 | 1,088 | 2,017 | 144,050 |
| September | 25,663 | 16,648 | 69,451 | 12,448 | 1,277 | 1,085 | 1,360 | 1,903 | 129,835 |
| October | 26,542 | 17,686 | 68,196 | 25,385 | 1,138 | 1,132 | 1,659 | 1,975 | 143,713 |
| November | | | | | | | | | - |
| December | | | | | | | | | - |
| TOTAL | 254,554 | 130,695 | 721,950 | 189,596 | 16,474 | 8,036 | 11,227 | 22,305 | 1,354,837 |

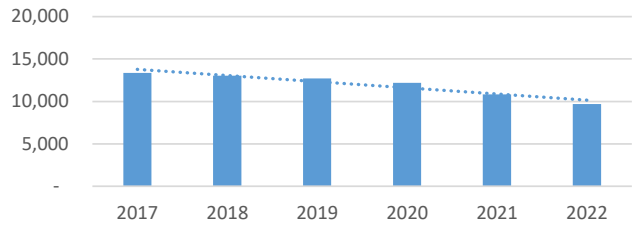
Total Library Uses by Month 2017 - Present



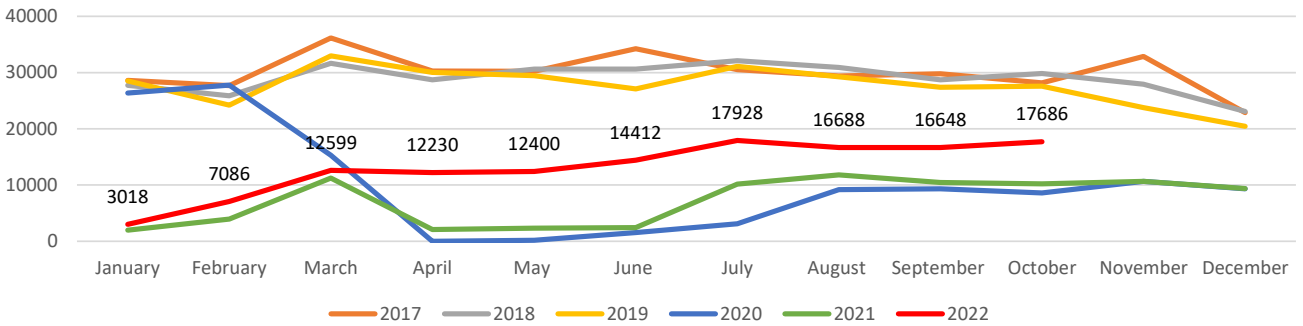
Annual Library Circulation Total 2017-2022



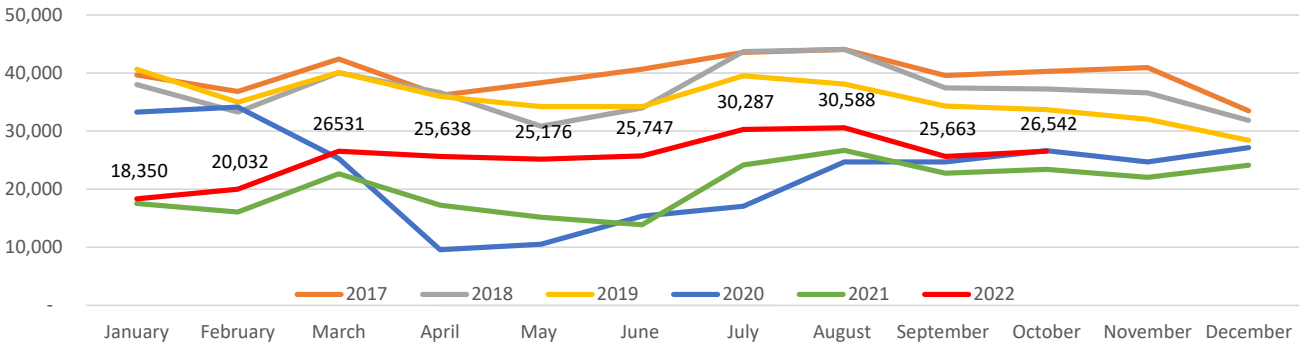
Monthly Average Active Users Count 2017-2022 YTD



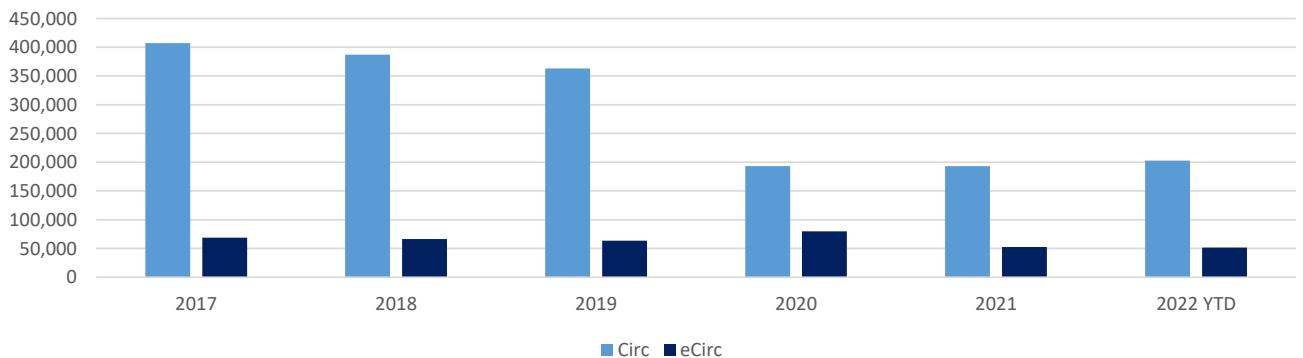
In Person Visits - 2017-2022



Total Circulation by Month - 2017-Present (Physical & Digital)



Annual Circulation by Type 2017-Present





Joint Health and Safety Committee – Terms of Reference

Date: 22 June 2022

The purpose of this document is to provide a framework of the duties, responsibilities, and structure for the Woodstock Public Library's Joint Health and Safety Committee (JHSC).

1.0 STATEMENT OF AUTHORITY

The Committee is established in accordance with the *Ontario Occupational Health and Safety Act 9(2)* and reports to the Board through the CEO.

2.0 PURPOSE OF THE COMMITTEE

The purpose of the Joint Health and Safety Committee (JHSC) is to work cooperatively with the employer to identify and resolve safety and health issues. The Committee will support the Library's occupational health and safety program to prevent occupational injuries and diseases in the workplace.

3.0 COMPOSITION OF COMMITTEE

The Joint Health and Safety Committee shall consist of:

- a) at least four (4) members comprising of both worker and employer representatives, of which at least half must be worker representatives, where:
 - i. The worker representatives are selected by the workers from workers at the workplace who do not exercise managerial functions in the workplace.
 - ii. The employer representatives selected by the employer from among persons who exercise managerial functions for the employer.
- b) Two (2) co-chairs are to be appointed, one selected by the worker representatives, and the other selected by the employer representatives.

The co-chairs of the committee must notify the employer when there is a lack of representation on the committee.

4.0 CO-CHAIR DUTIES

The duties of the Co-Chairs are as follows:

- a) To facilitate the meetings.
- b) To review previous meeting reports and material prior to the meetings.
- c) To ensure that a meeting place is arranged.
- d) To ensure members are notified of the meeting dates, times, and location.
- e) To ensure meeting agenda is prepared and distributed.
- f) To ensure meeting minutes and reports are prepared and distributed.

5.0 TERMS OF OFFICE

- a) Worker committee representatives will sit on the committee for a period of 2 years.
- b) Employer committee representatives are appointed for unspecified amount of time.
- c) If a member of the committee chosen by the workers is unable to complete the term of office, the workers must choose another member.
- d) If a member of the committee chosen by the employer is unable to complete the term of office, the employers must appoint another member.

6.0 DUTIES AND FUNCTIONS OF THE COMMITTEE

- a) The JHSC will hold a minimum of four (4) meetings per calendar year. No meeting interval shall exceed three (3) months. [OHSC 9(33)]
- b) Maintain and keep minutes of the Committee and make available for review by an inspector. [OSHA 9(22)]
- c) The Committee shall establish a minimum quorum.
- d) JHSC meeting minutes will be submitted to the Board for approval. Approved minutes will be posted on the Health and Safety board and saved in the Health and Safety folder on the All Staff directory.
- e) Identify situations that may be unhealthy or unsafe for workers and advise on effective systems for responding to those situations

- f) Perform documented inspections of the workplace on a monthly basis. Inspections shall be scheduled by a posted list/memo or by mention in the meeting minutes. [OHSA 8(6) and 9(26) (28)]
- g) Submit written recommendations to the employer when a hazard exists and all other processes for resolving the concerns have been exhausted. [OHSA 8(10) and 9(18(b))]. If the committee fails to reach consensus about making recommendations after attempting in good faith to do so, either co-chair of the committee has the power to make written recommendations to the employer. [OHSA 9(19.1)]
- h) Investigate cases where a worker is killed or critically injured at a workplace from any cause and may, subject to subsection 51(2), inspect the place where the accident occurred and any machine, device or thing and shall report his or her findings to the CEO and the committee (as applicable). [OHSA 8(14) and 9(31)]
- i) Be present for the investigation of a work refusal by a co-worker. [OHSA 43(4)(a)&(b)]
- j) Accompany the inspector during their physical inspection of the workplace. [OHSA 54(3)]

7.0 CERTIFICATION TRAINING

The Library will provide certification training for all permanent members of the committee.

8.0 DEFINITIONS

“Board” means the Woodstock Public Library Board.

“CEO” means the Chief Executive Officer of the Woodstock Public Library.

“Committee” means the Woodstock Public Library Joint Health and Safety Committee.

“Library” means the Woodstock Public Library.

“OHSA” means Occupational Health and Safety Act.

9.0 RELATED DOCUMENTS AND POLICIES

Woodstock Public Library - Health & Safety Policy

Collective Agreement

Ontario Health & Safety Act & Regulations (2022)

DOCUMENT REVISION RECORD

Developed By: D. Pretty
Date: 22 June 2022
Adoption Date: 30 September 2022
Effective: 30 September 2022

ment that the twin Nord Stream pipelines between Russia and Germany were likely damaged by “deliberate, reckless, and irresponsible” acts of sabotage.

The statement also promises a united and determined response to any deliberate attacks against the critical infrastructure of NATO allies.

Swedish officials discovered a fourth leak Thursday along the Nord Stream pipelines, vital energy links for Europe that began spewing methane into the sea Monday following two underwater explosions.

to prepare for, deter and defend against the coercive use of energy and other hybrid tactics by state and non-state actors,” it continues.

Ukraine will no doubt be a primary focus for Joly and Blinken, who are meeting again following their time last week at the UN General Assembly in New York.

A news release from Joly’s office says the pair also hope to make progress this week on “shared priorities” under the bilateral agreement forged last year between Canada and the United States.

Shortly after U.S. President Joe Biden’s inauguration, he and

on Ukraine’s behalf.

“Our partnership endures because we invest in each other’s success and offer opportunities for people on both sides of the border,” Joly said in a statement.

“At a time when the rules that have kept the world at relative peace are being challenged, I look forward to engaging with the United States to continue our partnership in protecting human rights, combating global threats and advancing peace and security.”

Climate change is also likely to be a hot topic.

The Canadian Press

parties — all way behind the incumbent Coalition Avenir Québec. Québec solidaire is in second place in fundraising since the beginning of the campaign, having raised \$180,305, while the CAQ is in third with \$170,548 in donations. The CAQ has collected the most money since the beginning of 2022, however, having raised almost \$1.15 million.

COVID-19 indicators up in Quebec

New COVID-19 infections and hospitalizations linked to the disease are on the rise in Quebec, prompting the province to make the influenza vaccine available earlier than usual to protect vulnerable people against both viruses. Starting Oct. 5, seniors and other at-risk residents can get the flu vaccine for free at clinics and pharmacies and can obtain a shot at the same time as their COVID-19 vaccination, public health director Dr. Luc Boileau told reporters in Quebec City. Despite the rise in COVID-19 indicators, Boileau said it’s too early to declare that Quebec has entered a new wave, and on a positive note, he said, the return to school has triggered “very weak” COVID-19 transmission. Fewer than 6,000 infections have so far been reported in schools, he added. Meanwhile, a provincial health research institute is projecting that new COVID-19 infections and hospitalizations will continue to rise over the next two weeks.

Canada matching more donations for Pakistan flood aid

International Development Minister Harjit Sajjan says Ottawa will match more donations, for a longer period of time, to help those suffering from flooding in Pakistan. Prime Minister Justin Trudeau announced Sept. 13 that the federal government would match as much as \$3 million in donations made to the Humanitarian Coalition and its dozen member charities. That matching campaign was due to end on Wednesday. In an interview, Sajjan says the campaign will go on and the amount is now capped at \$5 million. Canada also committed \$25 million earlier this month to help with badly needed food, water, sanitation and health services, on top of the \$5 million pledged in August. After 2010 floods in Pakistan,

Library association calls for release of remaining residential school records

OTTAWA The Canadian Federation of Library Associations (CFLA) is calling on federal cabinet ministers to support a full public release of remaining residential school records held by the Catholic Church and the government.

It says the federal government committed to turning over 12,000 residential school documents after calls from the National Centre for Truth and Reconciliation, which has archived more than five million documents and 6,000 witness statements.

The CFLA says in a release issued Thursday that the documents are important for understanding the injustices and human rights abuses committed in the residential school system and are integral for “the achievement of justice” for Indigenous communities.

The CFLA says in order for the Pope’s recent visit to Canada to impact reconciliation, action must be taken to uncover the full truth of the residential school system.

The call comes one day before the National Day for Truth and Reconciliation on Friday.

Earlier this year, the federal government announced an agree-



Pope Francis prays at a gravesite at the Ermineskin Cree Nation Cemetery in Maskwacis, Alta., on Monday, July 25. The Canadian Federation of Library Associations is calling on federal cabinet ministers to support a full public release of remaining residential school records held by the Catholic Church and other orders of government. *NATHAN DENETTE/THE CANADIAN PRESS*

ment with the National Centre for Truth and Reconciliation to hand over thousands of records, after the centre said last fall that Prime Minister Justin Trudeau was incorrect when he told a gathering of Indigenous leaders on Tk’emlups te Secwepemc territory that it had turned over everything it had.

Survivors and Indigenous leaders have long called on the federal government to release remaining records that it had refused to fully disclose, citing legal obligations it had to third parties, including Catholic entities that operated the institutions.

The Canadian Press

Prime Minister Trudeau visits storm-damaged Quebec islands, promises aid for region

HAVRE-AUBERT, QUE. Prime Minister Justin Trudeau visited Quebec’s Iles-de-la-Madeleine Thursday, promising federal support for the archipelago hammered by post-tropical storm Fiona last weekend.

people affected by the storm, which made landfall Saturday and brought hurricane-force winds.

Accompanied by National Revenue Minister Diane Lebouthillier, who represents the region in Parliament, Trudeau said Canada

at a time when climate change is making itself felt, Trudeau said regions like the Iles-de-la-Madeleine still depend on fossil fuels.

He says all new fossil fuel projects in the country — including the recently approved multibil-

Woodstock Public Library Appoints New CEO

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Thursday, October 13th, 2022 3:22pm

By Marcie Culbert



Lindsay Harris has been the Woodstock Public Library's Manager of Operations for the past three years and now she's the CEO.

WOODSTOCK - The Woodstock Public Library now has a new Chief Executive Officer.

Lindsay Harris officially stepped up to the CEO position today. Board Chair Ken Whiteford released the following statement.

"The Board is very pleased that Lindsay will be the next CEO of the Woodstock Public Library. Lindsay has the background to promote a healthy work environment and an eagerness to continue to support staff and our community in this new role. The Board looks forward to working with Lindsay and applauds her passion for library services, open access, and staff development as we continue to serve a growing community."



Submitted photo

Harris is no stranger to the library, after serving as the Manager of Operations for the past three years. She has accomplished a lot during that time, including the migration of the Library's Integrated Library System and she helped launch the new public catalogue.

Before joining the WPL team, Harris spent 15 years with the London Public Library in various positions. She also graduated from Western University with a Master's degree in Library Science and Information. She also has a certificate in Library Management and Supervision from the Ontario Library Service.

DONATION DRIVE

Pastor Lori Milner drops items collected during a donation drive at Mt. Elgin United Church to The Inn homeless shelter at Operation Sharing in Woodstock. A short-term emergency shelter, The Inn serves people in need across Oxford County.

Woodstock library board appoints new CEO

Lindsay Harris was previously the manager of operations

The Woodstock Public Library board has selected the now-former manager of operations as the new CEO.

In a Thursday announcement, the board confirmed Lindsay Harris as its choice to succeed the retired David Harvie in the city library's top job.

"The board is very pleased that Lindsay will be the next CEO of the Woodstock Public Library," board chair Ken Whiteford said in a release. "Lindsay has the background to promote a healthy work environment and an eagerness to continue to support staff and our community in this new role.

Before taking on the CEO role Thursday, Harris served as the library's manager of operations for the past three years. This role included overseeing the library's circulation, technical services and collection teams as well as guiding

a number of critical projects.

Among her recent successes, board officials said, was the migration of the library's integrated library system, the launch of a new public catalogue, and the rewriting and implementation of procedures to "align with the strategic plan and fines-free initiative."

Prior to working at the Woodstock library, Harris spent 15 years with the London Public Library in a number of roles at the system's 16 branches. She was the co-ordinator of innovative spaces and services for the entire London library system, which involves the supervision of its labs while fostering "learning opportunities" there for staff and patrons.

Harris has a master's degree in library science and information from Western University, as well as a certificate in library management and supervision from the



Lindsay Harris

Ontario Library Service.

"The board looks forward to working with Lindsay and applaud her passion for library services, open access and staff development as well continue to service a growing community," Whiteford said.

According to a 2020 study about the library, roughly one-third of Woodstonians have library card. The library boasts total annual uses that now eclipse two million and has an annual library circulation that hovers around half a million.

Sentinel-Review Staff

burg's Beres Butchery and Catering, a DJ-curated dance, a silent auction boasting some unforgettable items and two raffles, including a chance to win a "Gift of Flight" from WestJet.

Given this year's Halloween theme, guests are encouraged - but not required - to come in costumer for the festivities. As an extra inducement to dress up, prizes are being awarded for best individual and best couple of group costumers.

Given this year's Halloween theme, guests are encouraged - but not required - to come in costumer for the festivities.

All of the money raised through the Big Night Out stays in Oxford County to support the mentoring program and other services offered to young people in the region and their families through Big Brothers Big Sisters.

The Oxford chapter of the not-for-profit offers the tradition one-to-one mentoring matches, as well as a raft of other programs, including literacy, in school family and couples matches. Some of the other programming highlights are its Social Opportunities Activities Relationships (SOAR) initiative, Game on And Go Girls. Big Brothers Big Sisters also provides its Pride Respect identify Safety and Mentoring (PRISM) program to support and connect 2SLGBTQ+ children and youth with 2SLGBTQ+ adults.

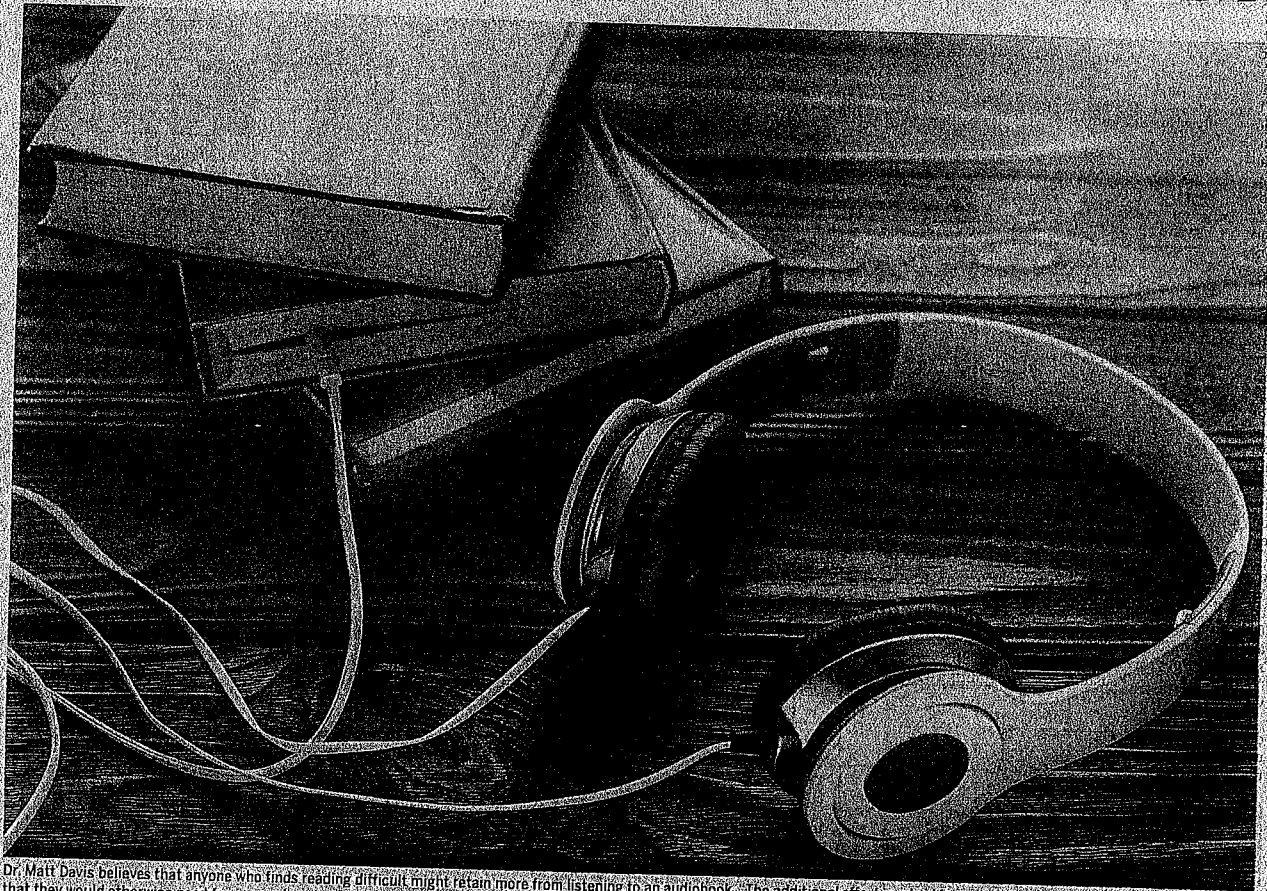
This year, Big Brothers Big Sisters is also holding an online auction for a Goodman furnace donated by Select heating & Cooling. Bids will begin on Oct. 19, and the auction will close at 4 p.m. on Oct. 25. Bidders don't need to purchase Big Night Out tickets to participate.

For tickets and a link to the online auction, residents can visit www.bbsoxford.ca. Ticket sales close at the end of the day on Friday, Oct. 14. Sentinel-Review Staff

Ontario police officers did not draw firearms before they were fatally shot: watchdog

chief under \$5,000 in October 2018 and two failures to appear in court. All three charges were withdrawn in June of the following year. The Department of National

HEARD A GOOD BOOK LATELY?



Dr. Matt Davis believes that anyone who finds reading difficult might retain more from listening to an audiobook. "The additional effort involved in reading the words uses mental resources that they would otherwise need for comprehension and memory," says the program leader at the University of Cambridge's Cognition and Brain Sciences Unit. GETTY IMAGES/STOCK PHOTO

BORIS STARLING

First it was music, then it was podcasts. Now Spotify, the most popular streaming service in the world, is offering audiobooks. For now, they are only available in the U.S. and their cost is not included in Spotify's existing membership packages. But given the pace of change in the sector, neither should remain the case for long.

More than 40 years after The Beatles claimed that video killed the radio star, methods of audio content consumption are stronger than ever. Audiobooks have been a going concern since the mid-1980s, but technological advances in the smartphone era have brought accessibility and convenience. No more lugging around umpteen cassette cases or CD boxes to get through the latest Joanna Trollope, simply download to your phone, tablet or in-car multimedia system and hit play.

The global market is estimated to be worth billions and is rising fast. Competition is fierce: Google Play, Apple, Audible and Kobo are already players in the market.

"It is the blue-eyed boy of publishing at the moment," says Fionauala Barrett, audio publishing director at HarperCollins.

There's no doubt audiobooks boast several advantages over traditional books. You can listen to them while doing other activities: driving, gardening, housework, walking the dog or exercising, for example. They can offer a communal experience, with couples or families all able to listen to the same thing at once. And a good narrator — Stephen Fry, Michelle Obama, Rosamund Pike, Andrew Scott and Meryl Streep have all turned their hand to storytelling — can make words come alive in ways that a reader's internal voice may not be able to.

For some, benefits of traditional reading get lost in the switch from page to audiobook apps

But the big question is: are audiobooks as good for you as traditional reading? Consistent reading improves your vocabulary, grammar, reasoning, concentration, critical thinking and ability to communicate. These in turn will help promote empathy, social perception and emotional intelligence. How much of this gets lost in the switch from page to app, and in what DeLoitte, the global consulting firm, describes as "a war between those who want to use their eyes versus those who prefer their ears?"

Some things certainly do. There are few pleasures — at least those suitable for listening in a family newspaper — to compare with losing oneself in a good book. But it does require concentration and absorption to the exclusion of all else. Reading is active in ways which listening is not: you have to keep reading to progress with a book, whereas an audiobook will keep playing until you stop it. Reading is something you do. Listening is something that happens to you.

"As you're reading a narrative, the sequence of events is important, and knowing where you are in a book helps you build that arc of narrative," says Daniel Willingham, a professor of psychology at the University of Virginia. These physical anchors, absent in audiobooks, seem to aid memory and comprehension, as do the physiological aspects of reading.

"About 10 to 15 per cent of eye movements during reading are regressive, going back and re-checking," Willingham adds. "This happens very quickly, and it's sort of seamlessly stitched into the process of reading a sentence."

Rewinding an audio file for even a few seconds is more disruptive. In the case of most books this may not be a problem, but complex or technical books are almost certainly better read than listened to — you can underline or highlight passages, and text boxes or bolded words to emphasize importance are much harder to get across in audio.

The majority of people — about 65 per cent — are predominantly visual learners, best absorbing information through reading. Some 30 per cent are auditory learners, and the remaining five per cent are kinesthetic, learning by doing rather than seeing or hearing.

"Reading is more time-efficient than listening: the average adult

reads around 250 to 300 words per minute, whereas the recommended talking speed for high comprehension is 150 to 160 words per minute.

Dr. Matt Davis, program leader at the University of Cambridge's Cognition and Brain Sciences Unit, says that "reading and listening involve different senses."

Davis explains that each of these connects to a different part of the brain: things that you see are processed in the visual cortex at the back of the brain, whereas things that you hear are processed by the auditory cortex which sits on the side of the brain, above the ears.

But when it comes to the ways in which the brain processes information, there is much less distinction between reading and listening than many might think. "We see that many of the same parts of the brain are involved, regardless of where the information comes from," Davis says. "The same brain systems seem to be involved in accessing the meaning of written and spoken words."

This has been confirmed by neuroscientists at the University of California, Berkeley. Dividing the brain into 60,000 tiny areas called voxels, they found that the brain-mapping — vibrant patches of colour fluttering on the cerebral cortex — for listening and reading were nearly identical, even though they covered so many different brain regions.

And though we rightly value reading as an intellectual skill, stories have of course been aural for longer than they have been visual, both collectively and individually. Before widespread social literacy, storytellers would recount tales

to crowds large and small, before we learn to read as children, our parents and carers read us stories. Spoken storytelling has been around for tens of thousands of years, widespread literacy dates back only a few hundred years, to Johannes Gutenberg and the invention of the printing press around 1440.

In some cases, audiobooks can be better than traditional ones, especially for those who have dyslexia or other reading difficulties. "Anyone who finds reading difficult might retain more from listening to an audiobook," says Davis. "The additional effort involved in reading the words uses mental resources that they would otherwise need for comprehension and memory."

The social aspect of keeping up has been alluded to by author Kit de Waal, who says that her dyslexic son Luke "could read all the Harry Potter and Michael Morpurgo stories and didn't feel excluded, thanks to audiobooks."

Author Neil Gaiman points to the emotional honesty of an audiobook by saying "you're down there in the words, unable to skip a dull-looking wedge of prose, unable to speed up or slow down, less able to go back. It's you and the story, the way the author meant it."

So, audiobooks are here to stay, and that is no bad thing. The level of what you're consuming is more important than the medium, through which you consume it. But no matter how useful or prevalent audiobooks become, it should and must never be at the expense of literacy itself.

"Learning to read is the single most important thing children do at school," says Davis. "Too many children never get to fully experience the joy of reading. To be able to be absorbed in a book is a wonderful skill."

London Daily Telegraph

As you're reading a narrative, the sequence of events is important, and knowing where you are in a book helps you build that arc of narrative...

**Committee of the Whole
In-camera**

**DRAFT Agenda
Woodstock Public Library Board
November 8, 2022**

Date: Tuesday, November 8, 2022
Place: Library Meeting Room and via ZOOM technology

Committee of the Whole In-camera

- a) **Approval of the Agenda** (after rising from In-camera)
- b) **Approval of the Minutes of the Meeting of October 11, 2022** (after rising from In-camera)
- c) **H.R. Update – Budget Impact**
Verbal Report

VISION

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**Committee of the Whole
In-camera**

**DRAFT Minutes
Woodstock Public Library Board
October 11, 2022**

Date: October 11, 2022
Place: Library Meeting Room

The Woodstock Public Library Board moved into the Committee of the Whole In-camera on Tuesday, October 11, 2022, at 4:22 pm.

The following Board members were present:

Ken Whiteford, Chair
Mary Anne Silverthorn, Vice-chair
Brian Crockett, Trustee
Gary Wade, Trustee
Councillor Connie Lauder

The following Board members sent regrets:

Councillor Deb Tait

The following Board members were absent:

Mayor Trevor Birtch

a) Approval of the Agenda (after rising from In-camera)

K. Whiteford asked if there were any additions to the Agenda.
There were none.

b) Approval of the Minutes of the Meeting of July 21, 2022 (after rising from In-camera)

K. Whiteford asked if there were any errors or omissions to the Minutes of the meeting of July 21, 2022.
There were none.

c) Approval of the Minutes of the Meeting of September 13, 2022 (after rising from In-camera)

K. Whiteford asked if there were any errors or omissions to the Minutes of the meeting of September 13, 2022. There were none.

- d) **Approval of the Minutes of the Meeting of September 16, 2022** (after rising from In-camera)

K. Whiteford asked if there were any errors or omissions to the Minutes of the meeting of September 16, 2022.

There were none.

- e) **Approval of Board Report** (after rising from In-camera)

- i) IC-2022-005

The Board reviewed Report IC-2022-005, and discussion was had.

With nothing further, the In-camera meeting concluded at 4:40 pm.

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Subject: 2023 Draft Revenue Fund (Operating) Budget

Action: For Review and Approval

Prepared by: Lindsay Harris

Meeting of: November 8, 2022

Recommendation

That the Woodstock Public Library Board approves the proposed 2023 Draft Revenue Fund (Operating) Budget for the Woodstock Public Library.

Background

The proposed 2023 Draft Revenue Fund (Operating) Budget for the Woodstock Public Library is attached.

The focus of the 2023 budget is to bring the Library back to pre-pandemic service levels, impacting multiple budget lines. This budget seeks to set a new status-quo for post-pandemic library services moving forward. Due to current HR considerations, the Library will not be requesting additional staff until the 2024 budget year.

Discussion

There are three main drivers that are behind this year's budget:

- Contractual salary increases due to recent collective bargaining and changes to OMERS eligibility.
- Return to pre-pandemic service levels.
- Introduction of community engagement and outreach initiatives.

Salary Increases

The Library and its Union have completed negotiations for the current collective agreement. Salaries and benefits have been calculated by Treasury to account for the negotiated increases.

In addition to contractual obligations, OMERS has eliminated the minimum number of hours worked for eligibility for part-time staff. As such, part-time library employees are now able to join OMERS as of the first day of employment. Current part-time staff are in the process of deciding whether they will enroll with OMERS or whether they will continue to receive pay-in-lieu of benefits. For the purposes of this budget, an estimate of the number of part-time employees choosing each option has been created. It is possible that the actual number of part-time employees choosing to join OMERS at this time could be higher or lower than estimated and may have an impact on both the OMERS and pay-in-lieu budget lines in 2023.

Return to pre-pandemic service levels

Budgets during the COVID-19 pandemic years were reduced to reflect impacts on Library operations. This proposed budget reflects a reset of all budget lines to normal, post-pandemic levels.

Revenues generated from donations, fees and room rentals are expected to return to normal during 2023, however, the fines-free initiative undertaken during the pandemic has had a permanent impact on revenue that is reflected in the 2023 budget. Provincial grants are expected to remain at the same levels as previous years.

Expenditures for Library programming, travel, conferences, etc. have been increased to reflect the return to in-person programming, events, and an increase to staff development opportunities.

Introduction of community engagement and outreach initiatives

2022 saw the introduction of a new Community Outreach Librarian position to the Library. This librarian's first few months in the role have revealed the need to add additional funds to the programming budget to support outreach activities in the community.

Additionally, the Library has prioritized re-engagement with our community in the post-pandemic world. Software and programming funds to support these initiatives have been included in this budget to support these strategies.

Proposed 2023 Draft Revenue (Operating) Budget

Revenue: \$410,920
 Expenditures: \$3,190,411
 Net Total: **\$2,779,491**

This represents an increase of \$140,541 (5.3%) over the 2022 Library Budget.

If approved by the Board, this draft budget will be submitted to City Treasury on November 14th. The proposed version of the City's 2023 budget will go to City Council on February 16, 2023. The Library Board is scheduled to appear before City Council on March 2, 2023.

Respectfully Submitted,

Lindsay Harris
Chief Executive Officer

2023 Library Budget

| Account | Description | 2023 BUDGET | |
|-----------------|---|-------------------|---|
| Revenue | | | |
| 1000-63082-0000 | REVENUE-PROVINCE OF ONTARIO- | 54,860.00 | No Change Expected in Provincial Grant Funding in 2023 |
| 1000-69701-0000 | LIBRARY-DONATIONS | 5,000.00 | Expect reduction in donations |
| 1000-69702-0000 | REVENUE-PHOTOCOPYING- | 2,800.00 | Based on 2022 actuals |
| 1000-69703-0000 | REVENUE-FINES, FEES- | 350.00 | Fines Free - No more late fines, revenue from lost item fees. Based on 2022 actuals |
| 1000-69705-0000 | LIBRARY-GIFT SHOP SALES | 500.00 | Few sales expected. Same as previous year. |
| 1000-69706-0000 | REVENUE-INTEREST EARNED- | 600.00 | Est. same as previous year |
| 1000-69707-0000 | NON-RESIDENT FEES- | 7,000.00 | Based on 2022 actuals |
| 1000-69708-0000 | MISCELLANEOUS REVENUE- | 1,000.00 | No change from 2022. |
| 1000-69710-0000 | LIBRARY-ROOM RENTAL | 500.00 | Assuming rentals resume in 2023 |
| 1000-69715-0000 | ONTARIO - PAY EQUITY GRANT- | 5,310.00 | No Change Expected in Provincial Grant Funding in 2023 |
| 1000-69717-0000 | LIBRARY-LOST/DAMAGED ITEMS | 3,000.00 | Based on 2022 actuals |
| 1000-69720-0000 | TRANS. FROM DEV. CHARGES - LIBRARY | 80,000.00 | New library materials |
| 1000-69723-0000 | TRANS FROM RESERVE - CONSULTANTS SERVICES | 130,000.00 | Completion of Pay Equity review and other HR projects |
| 1000-69724-0000 | TRANS FROM AUTOMATION RESERVE | 50,000.00 | Patron Point and other community engagement and outreach initiatives |
| 1000-69722-0000 | TRANS FROM SALARIES | 70,000.00 | Offset HR costs |
| | Total Revenue | 410,920.00 | |

Operating Expenditures

| | | | |
|-----------------|---------------------------------------|--------------|--|
| 1000-83610-0101 | LIBRARY-SALARIES & WAGES-REGULAR | 1,194,281.00 | |
| 1000-83610-0102 | LIBRARY - SALARIES & WAGES - OVERTIME | 1,200.00 | |
| 1000-83610-0103 | LIBRARY-SALARIES & WAGES - P/TIME | 580,000.00 | |
| 1000-83610-0104 | LIBRARY - SHIFT PAY | 11,298.00 | |
| 1000-83610-0105 | LIBRARY-VACATION PAY | 111,862.00 | May be an over estimate due to PT working FT positions in 2022 |
| 1000-83610-0108 | LIBRARY - LIEU PAY | - | Orphan budget line |
| 1000-83610-0150 | LIBRARY-O.M.E.R.S. | 172,441.00 | |
| 1000-83610-0151 | LIBRARY-C.P.P. | 95,548.00 | |
| 1000-83610-0152 | LIBRARY-E.I. | 33,791.00 | |
| 1000-83610-0154 | LIBRARY-EMPLOYERS HEALTH TAX | 37,357.00 | |
| 1000-83610-0158 | LIBRARY- HEALTH BENEFITS | 173,329.00 | |
| 1000-83610-0171 | LIBRARY-WORKER'S COMPENSATION | 5,088.00 | |

| | | | |
|-----------------|--|---------------------|--|
| 1000-83610-0172 | LIBRARY-MILEAGE | 3,000.00 | Prepandemic numbers - return to in person OLA conference |
| 1000-83610-0198 | PAY IN LIEU OF BENEFITS | 29,641.00 | |
| 1000-83610-0301 | LIBRARY-AUDIT FEES | 1,500.00 | Same as previous years |
| 1000-83610-0306 | LIBRARY-UNION NEGOTIATION/RELATED | 4,000.00 | Mediation/arbitration |
| 1000-83610-0308 | LIBRARY-REPAIRS & MAINTENANCE TO BUILDINGS | 45,000.00 | Slight increase due to 2022 actuals, replace water fountain, add door maintenance contract |
| 1000-83610-0309 | LIBRARY-CARETAKING SUPPLIES | 7,000.00 | Based on 2022 actuals |
| 1000-83610-0300 | LIBRARY - MATERIALS/REPAIRS/MAINTENANCE | 1,500.00 | No Change |
| 1000-83610-0310 | LIBRARY-NEW EQUIPMENT | 5,500.00 | No Change |
| 1000-83610-0311 | LIBRARY-EQUIPMENT REPAIRS & SERVICE | 3,000.00 | No Change |
| 1000-83610-0312 | LIBRARY - OFFICE SUPPLIES | 9,000.00 | Increase based on 2022 actuals |
| 1000-83610-0313 | LIBRARY-SUBSCRIPTIONS & MEMBERSHIPS | 2,500.00 | Reduced by 500.00 based on 2022 actuals |
| 1000-83610-0314 | LIBRARY-POSTAGE & EXPRESS | 3,500.00 | No change |
| 1000-83610-0315 | LIBRARY-ADVERTISING | 15,000.00 | Based on 2022 actuals, plus 5000.00 for post-pandemic library promotion |
| 1000-83610-0318 | LIBRARY- BOARD DEVELOPMENT | 2,000.00 | Same as 2022 |
| 1000-83610-0321 | LIBRARY-COST OF PHOTOCOPYING | 4,000.00 | Based on 2022 actuals |
| 1000-83610-0331 | LIBRARY - STAFF DEVELOPMENT | 18,000.00 | Return to pre-pandemic levels, plus \$2000 for APLL program |
| 1000-83610-0350 | LIBRARY-TELEPHONE | 8,400.00 | Same as 2022 |
| 1000-83610-0351 | LIBRARY-ELECTRICITY | 33,075.00 | Same as 2022 + 5% |
| 1000-83610-0352 | LIBRARY-HEAT | 14,500.00 | Same as 2022 + 5% |
| 1000-83610-0353 | LIBRARY-WATER | 2,100.00 | Based on 2022 actuals + 5% |
| 1000-83610-0370 | LIBRARY-SOFTWARE & LICENSING | 90,000.00 | Addition of BiblioEvents and Patron Point, reduction of LinkedIn Learning , vendor increases |
| 1000-83610-0383 | LIBRARY - CONSULTANTS SERVICES | 60,000.00 | Completion of Pay Equity Review |
| 1000-83610-0393 | LIBRARY-PURCHASED SERVICES | 2,500.00 | Based on 2022 actuals |
| 1000-83610-0399 | LIBRARY-MISCELLANEOUS | 1,000.00 | No change |
| 1000-83610-0429 | LIBRARY-COMPUTER MAINT & SUPPLIES | 70,000.00 | Decreased - no large purchases anticipated this year, reallocated to Software & Licensing |
| 1000-83610-0613 | LIBRARY - LIBRARY MATERIALS | 248,000.00 | No change |
| 1000-83610-0620 | LIBRARY-PROFESSIONAL AIDS | 1,000.00 | No change |
| 1000-83610-0621 | LIBRARY-PERIODICALS | 10,500.00 | No change |
| 1000-83610-0625 | LIBRARY-COVERS AND REPAIRS | 9,000.00 | Reduced due to 2022 actuals |
| 1000-83610-0626 | LIBRARY-CATALOGUING/PROCESSING | 42,000.00 | 5% vendor increase from 2022 |
| 1000-83610-0627 | LIBRARY-PROGRAMMES | 18,000.00 | Return to pre-pandemic, plus outreach initiatives |
| 1000-83610-0634 | LIBRARY-STANDING ORDERS | 8,000.00 | Based on 2022 actuals |
| 1000-83610-0635 | LIBRARY-INTER-LIBRARY LOANS | 2,000.00 | Based on 2022 actuals |
| | Total Expenditures | 3,190,411.00 | |

| | |
|-----------------------------------|---------------------|
| 2023 Total Revenue | 410,920.00 |
| 2023 Total Operating Expenditures | <u>3,190,411.00</u> |
| Net Total | 2,779,491.00 |
| | |
| 2023 Library Budget | 2,779,491.00 |
| 2022 Library Budget | <u>2,638,950.00</u> |
| Increase | 140,541.00 |
| % Increase | 5.3% |