

# ANNUAL REPORT

Gibsons & District Public

# Library

*Stories To Tell*



## Message from the Board of Trustees

It was an exciting year of renewal for the Gibsons & District Public Library in 2013. This was very fitting because we're just getting ready for our centennial celebration, so it's a fresh new start to the next hundred years for the Library.

We began 2013 by completing our Strategic Planning process which we had started in November, 2012. This was good timing because our new Library Director, Tracey Therrien, had just joined us in October, so she was able to participate fully in developing the plan, and is now leading its implementation.

A summary of our Strategic Plan is provided in the brochure. As you'll see, the Board, staff and volunteers at the Library all share our core values of integrity, community engagement, continuous learning and intellectual freedom. These values drive our primary goal, which is to ensure that everyone we serve can think of the Library as their place to learn - about anything that interests them.

We're also providing more development and training opportunities for the staff so that they are better equipped to handle the many changes happening in libraries everywhere, and can help our customers navigate through the growing mountains of information and find what they need.

A key decision in the Strategic Plan was to defer expansion planning for the Library building, and focus instead on optimizing the existing space we have. We felt this was prudent given our current economic reality. Also, the building is now in good shape because the SCRD crews have completed their improvement plan, and have even installed devices on the roof to solve a seagull nesting problem.

We appreciate the strong support of the SCRD for the ongoing operation of the Library, and look forward to their continued good work as we transition to an ongoing maintenance phase for the building.

You've already seen some of the changes we've implemented with the new logo and the new Library website. Other changes are happening in the background with staff training and development. Shortly, we'll also be conducting a professional review of the existing floor space which will lead to re-configuration plans to make the space more effective. We're grateful to the GDPL Foundation for their generous donation to make this possible.

This is also an opportunity to thank a couple of people who have left the Board of Trustees. Earlier in 2013, we saw the departure of Fred Lerner. Fred was on the Board since 2008, and was our InterLINK representative as well as our go-to person for monitoring the Library's finances.

Also, Sheena Careless has decided not to run for another term as she's busy with her new baby. Sheena was on the Board since 2010, and she was our BCLTA representative. She also worked on the Communications Committee that helped choose our new logo.

We're grateful to both Fred and Sheena for their many years of service on the Board.

Finally, even though many changes are ongoing, one thing that *won't* change is the welcoming and friendly culture of the Library. We are extremely proud of and thankful to Tracey, her Staff and the volunteers who help make the Library such a treasured place in our community.

## Message from the Library Director

In the spring of 2013 the Library Board adopted the library's new five-year Strategic Plan. The plan was created through the combined efforts of staff, trustees and volunteers, along with information compiled from our community survey. The Strategic Plan acts as a road map for staff and the Library Board, helping us navigate, administer and accomplish the identified goals for the library.

These goals include raising the awareness of the library in the community, through the development of marketing, promotions and communications plans. In response to this goal a new Library logo was created, and a new website launched. A number of staff members participated in Social Media and design principle workshops, helping us envision new ways to promote library services and programming.

An additional goal included offering technical training to community members. Through the adult learning and volunteer program at Capilano University and thanks to laptop computers donated by the Telus Ammbassadors, the library was able to offer group computer basic training. A federal government grant allowed the library to hire our first Youth Intern computer tutor. The Youth Intern helps community members individually with a variety of technical skills, from downloading eBooks on their tablets to setting up email accounts and using smart phones.

The entire library staff continues to be one of our greatest strengths. In October during National Library Month, we asked library members to tell us what they like best about their library. The overwhelming answer was the library staff. Along with developing new programs and offering members increased access to digital services, we understand that personal service is important to community members. In 2014 the library is celebrating its 100th anniversary and we plan on continuing to provide helpful service in a welcoming atmosphere for the next 100 years to come!

Lastly, in 2013 a long-time employee, Eileen Hare retired. We would like to thank her for her many years of service and wish her the best with her next life-adventure.

Tracey Therrien



# ANNUAL REPORT 2013

## Financial Highlights

### REVENUE 2013

|                      |                  |
|----------------------|------------------|
| Grants from Province | \$57,322         |
| SCRD                 | \$518,212        |
| Other Grants         | \$5,131          |
| Charges & Donations  | \$12,663         |
| Other Income         | \$8,532          |
| <b>TOTAL</b>         | <b>\$601,870</b> |

### REVENUE 2012

|                      |                  |
|----------------------|------------------|
| Grants from Province | \$61,488         |
| SCRD                 | \$507,751        |
| Other Grants         | \$28,674         |
| Charges & Donations  | \$12,484         |
| Other Income         | \$9,013          |
| <b>TOTAL</b>         | <b>\$619,410</b> |

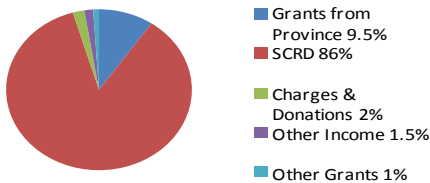
### EXPENSES 2013

|                     |                  |
|---------------------|------------------|
| Salaries & Benefits | \$430,973        |
| Collections         | \$73,487         |
| Library Management  | \$28,872         |
| Building Operations | \$38,899         |
| Programs            | \$21,295         |
| Amortization        | \$7,773          |
| <b>Total</b>        | <b>\$601,299</b> |

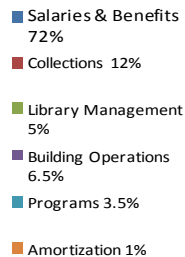
### EXPENSES 2012

|                     |                  |
|---------------------|------------------|
| Salaries & Benefits | \$415,932        |
| Collections         | \$85,186         |
| Library Management  | \$40,343         |
| Building Operations | \$41,698         |
| Programs            | \$30,174         |
| Amortization        | \$4,876          |
| <b>Total</b>        | <b>\$619,410</b> |

### 2014 Revenue



### 2014 Expenses



# A YEAR IN REVIEW



|                                     |            |
|-------------------------------------|------------|
| Library Members                     | 6,722      |
| Total circulation of all materials: | 179,151    |
| Circulation/open hour               | 79 items   |
| Ebook & Audio book downloads        | 10,073     |
| In-person visits                    | 95,414     |
| In-person visits/open hour          | 42 visits  |
| Public Internet sessions:           | 6,973      |
| Public Internet usage/open hour     | 3 sessions |
| Library website visits              | 42,201     |
| Total Library & Outreach programs   | 292        |
| Program attendance                  | 4,398      |

*Most loaned book:*

*Standing in another man's grave by Ian Rankin*

*Most loaned DVDs*

*Four lions & Bella*



## Library Staff



Tracey Therrien: Library Director

Colleen Gould: Library Clerk

Lynda Kennedy: Outreach Community Coordinator

Stu Young: Librarian

Eileen Hare: Office Administrator to  
Feb. 2013

Jocelyn Stewart: Librarian

Lynda Carlson: Office Administrator

Ian Kellough-Pollack: Youth Intern

Maureen Young: Circulation Manager

Alexa Houle: Summer student.

Heather Evans-Cullen: Children/Youth Librarian

Denise Holliday: On-call Librarian

Tammie Leslie : Library Clerk

Carole Doerksen: On-call Clerk

Laura Houle: Library Clerk

Lorraine McMillan: On-call Clerk

Susanne Larose Cloherty : Library Clerk

Elaine Sheepish: On-call Clerk

## Board of Trustees 2013

Manjit Kang, Chair

Sheena Careless, Maria Glltrow, Janet Genders, Fred Lerner,  
Matt Thomson, Kim Wilkinson, Marci Beacham Fuller & Larry Smith

Lorne Lewis, SCRD Representative

Wayne Rowe, Town of Gibsons Liaison

## THE LIBRARY FOUNDATION & VOLUNTEERS

Volunteers contribute to the library in a variety of ways. They can be found in the library shelving books, in the back room processing books and in our meeting room teaching skills and sharing their knowledge. We appreciate their dedication and hard work and truly value their time and enthusiasm in helping us provide the best possible service to our community members.

*Thank you!*

The Gibsons & District Public Library Foundation provides extra funding to the library for special projects. This year the foundation provided funding to help us create a plan for the reconfiguration of the current library space.





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