

**MINUTES OF THE ELEVENTH MEETING OF THE  
CITY OF GREATER SUDBURY PUBLIC LIBRARY BOARD**

March 24<sup>th</sup>, 2016  
Main Branch

Commencement: 4:13 p.m.  
Adjournment: 6:00 p.m.

**PRESENT**

Councillor Signoretti, C. Derrenbacker, C. Beaudry, S. Townend and C. Singbush

M. Bellmore arrived at 4:50 p.m.

**REGRETS**

Councillor Reynolds

**CITY STAFF**

Brian Harding, Manager of Libraries and Heritage Resources; M. Krüger, Coordinator of Public Services, R. Clouthier, Manager of Citizen Services, Mary Searle, Co-Ordinator of Library Collections, Jessica Watts, Coordinator, Outreach Programs & Partnerships, Sandra Cull, Executive Assistant to General Manager of Assets, Citizen and Leisure Services

**DECLARATIONS OF  
PECUNIARY INTEREST  
AND GENERAL NATURE  
THEREOF**

None declared.

**MINUTES**

The following motion was presented:

2016-28 C. Derrenbacker / C. Beaudry

THAT the minutes of the Ninth Meeting of the Greater Sudbury Public Library Board held on February 25<sup>th</sup>, 2016, be adopted.

**CARRIED**

**REPORTS**

Meeting Room, Display Case and Equipment Policy

The following motion was presented:

2016-29 S. C. Singbush / C. Beaudry

THAT the Revised Meeting Room, Display Case and Equipment Policy be adopted.

**CARRIED**

**CORRESPONDENCE**

The Board discussed the circulation statistics hand-outs which formed a part of the Agenda. Brian also prepared a comparison graph and shared with the Board. The board discussed the declining trend in circulation over the last several years. Brian explained to the group that this decline has been a consistent trend among public libraries across the Province. 2015 saw the first increase in circulation in the last 5 years, a possible reversal of the recent trend. Staff identified some of the factors that may be

contributing to this increase, a steady increase in ebooks readership primarily. Software (CollectionHQ) has been purchased to provide staff with tools to better analyze circulation trends and library usage. The South Branch was identified as having relatively high circulation numbers, the correlation between increased circulation and the new facility was discussed. Ron gave a brief history of the local libraries and informed the group that historically the Main branch had the highest circulation until the South branch was built. Staff believe there is a direct correlation between circulation numbers and the quality of library facilities. The discussion shifted to how other branches can increase visitor volume and circulation and the importance of displays to pull people in. Brian went over the 2015 statistics with the group and advised that they are presently working on methods for capturing more qualitative data. The group is interested in reviewing statistics of past years, especially for programs. Brian will compile and distribute.

## **OTHER BUSINESS**

### **Business Plan Update**

The process for rolling out the Business Plan is underway. Brian will provide regular updates.

### **Programming Update – March Break**

Jessica Watts announced that there was a total of 2,400 people in attendance at 41 programs over the March Break and went over a few of the highlights.

### **Meeting Room Bookings**

The group discussed the need to book meeting rooms in person in order for the agreement to be signed. Brian will review the procedures to work towards having the agreement available electronically.

## **ADJOURNMENT**

The following motion was presented:

2016-30 C. Derrenbacker / C. Singbush

THAT this meeting does now adjourn. Time: 6:15 p.m.

**CARRIED**

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Brian Harding, Secretary

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Michael Bellmore, Chair