

2003 HIGHLIGHTS:

Birthday Preparations: A special committee began planning for the 100th birthday celebrations of our Carnegie library next year. Graphic designer Catherine Fyfield designed a logo for the library to assist with marketing and promotion. Two major fundraising events raised more than \$6,000.00 to pay expenses for advertising and special events during our yearlong celebrations. The 1000 Islands Quilters Guild donated quilted book bags that we raffled and sold. And in October, local artists and craftsmen generously donated their unique works of art to a very successful silent auction fundraiser.

Improved Space for Young Adults: With a generous financial gift from John, Peter and James Waddington in memory of their late father Jack Waddington we purchased a paperback spinner, a wooden shelving unit, a magazine rack and a bulletin board for the young adult area.

Children's Department: Canadian children's author Celia Godkin enthralled seventy-five children and their teachers when she visited the library in May. Library staff participated in the Upper Canada District School Board's literacy programme in May and in a Child Fair in October. This year's theme for summer programming and the reading club was 20,000 Reads under the Sea. 561 children participated. In February our fourth annual Storyfest took place, in partnership with the Brockville Storytellers.

Roots and Wings Capital Campaign: A committee of board, staff and volunteers began a letter writing campaign to solicit donations from past donors and local businesses for the improvement of the library's collections and services. By year's end we had raised \$15,000.00.

Endowment Fund: In June we inaugurated an endowment fund in partnership with the Brockville Community Foundation with the goal of raising \$1 million dollars. At a fundraising dinner in the fall, library friend Jean Sutcliffe raised \$800.00 for this fund.

Remote Access: Installation of special software on the library's main server once again gave our customers the convenience of searching the library's database from home or office.

ESL Materials: The May Court Club of Brockville gave the library a generous gift of \$1500.00 to purchase English as a Second Language (ESL) materials.

HIGHLIGHTS CONTINUED:

Board Development: The Library Board participated in Dr. Ken Haycock's teleconference workshop series on library board effectiveness. One trustee attended the Ontario Library Association Conference in Toronto.

Celebrating Our Contributions to our Community: In May, staff promoted the library field as a career choice by participating in the *Ultimate Career and Skilled Trades Event* organized for local and area high school students. The 2003 theme of Ontario Public Library Week, October 21 to 25, was *Communities Alive @ your library™*. In this year of municipal elections, we invited candidates for city council to assist at the circulation desk. We announced free remote access to EBSCO Host, an online database of hundreds of full-text articles from Canadian and international publications. Preschool children learned about the local fire department and met its mascot "Sparky". Older children filled in ballots for book draws.

Staff Training and Development: Staff attended the OLA conference, took online courses, and continued working on library technician and EXCEL diplomas. At a staff development day in November, staff learned firsthand about the challenges faced by seniors and the disabled by participating in a sensitivity training workshop, "Through others' eyes". And they heard from a local physical therapist about the causes and prevention of repetitive stress injuries in the library work environment.

Santa Claus Parade: For the first time, we participated in the annual Santa Claus parade. Library staff and Friends planned and prepared a float based on the theme of children's favourite storybooks featuring *Alice in Wonderland*, *Harry Potter*, *Aladdin* and *Treasure Island*.

Farewell to Colleagues: Mrs. Pat Gagnon and Mrs. Nancy Lane, two full-time staff members, retired at the end of the year. We thank them for their excellent contributions over many years of public service.

Doors Open Brockville: We participated in this celebration of our community's history and architecture by promoting our early twentieth century drawings of Brockville by Robert Lindsay (1868-1938) a local artist and library trustee.

BROCKVILLE PUBLIC LIBRARY

ANNUAL REPORT

2003



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"INFORMATION
FOR A LIFETIME"

**WELCOME TO THE
BROCKVILLE PUBLIC LIBRARY**

MEET THE STAFF:

Margaret Williams, CEO
 Maureen Wharton, Manager of Public Services
 Amanda Robinson, Manager of Access Services
 Cindy Fischer, Administrative Assistant
 Library Assistants:
 Margie Bentley
 Eleanor Denny
 Patricia Gagnon
 Donna Hunt
 Nancy Lane
 Dinah Merkx
 Dena Kreissler
 Laura Julien
 Curt Perrin, Custodian

THE BOARD OF TRUSTEES:

Hugh Bates, Chair
 Charles Quick, Treasurer
 Margaret Williams, Recording Secretary
 Joy Middleton
 Mariko Boag
 Margaret Wicklum
 Robert Hammond
 Ann Bevan-Baker
 Jennifer Earle
 City Representative: Councillor Linda Eyre

FRIENDS OF THE LIBRARY:

Barb Healy, President
 Jim Elks, Treasurer
 Frank Fairfax, Secretary



HOW WE ARE FUNDED

REVENUE:

| | |
|------------------------|-----------|
| City of Brockville | \$487,710 |
| Province of Ontario | \$ 48,980 |
| Grants/Donations/Other | \$ 74,400 |

EXPENDITURES:

| | |
|--|------------|
| Buying Books, Magazines, Videos, etc. | \$ 62,116 |
| Salaries & Benefits | \$ 418,335 |
| Building & Equipment Maintenance | \$ 35,842 |
| Utilities | \$ 23,995 |
| Other | \$ 33,294 |

CHARITABLE DONATIONS

The Brockville Public Library
 is a non-profit organization and
 can issue receipts for income tax purposes.

Our Friends and Supporters make a
 difference!

Our library is fortunate to have
 volunteers who support
 and promote library programmes and
 services.

FRIENDS OF THE LIBRARY:

Our Friends sponsored guest speakers throughout
 the year on such topics as interior decorating,
 creating a smoke-free community, staying well with
 diabetes and healthy eating, and donated a topical
 book to the library in honour of each speaker.
 Fundraising activities included their annual used
 book sale at the local mall and the A & P Save-a-
 Tape program. With the proceeds they purchased a
 comfortable sofa for the young adult area. Friends
 assisted with our silent auction fundraiser in Octo-
 ber. In November they helped with the annual sta-
 tistical survey.
 They also helped to design a float and participated
 in the Santa Claus parade.

VOLUNTEERS:

Our housebound customers received monthly deliv-
 eries of books and other library materials thanks to
 our volunteers. In the children's department, vol-
 unteers organized and delivered the Silver Birch and
 Red Maple literacy programs to school age children.
 And in the fourth year of our summer Reading Prac-
 tice Program twenty adults were matched one on
 one with children who experience difficulties with
 reading.

OUR LIBRARY IS A BUSY PLACE:

During 2003:

- 159,387 people visited our library
- We lent 210,835 items (books, videos, etc.)
- 11,504 people used our free public Internet
 and word processing computers.
- There were 24,598 electronic visits to the
 library's home page.
- Staff answered 8,851 requests for informa-
 tion.
- 4,061 people attended library programs.