

Mayne Reading Centre Society
411 Naylor Road, Mayne Island, B.C. V0N 2J2
AGENDA OF THE ANNUAL GENERAL MEETING
February 24, 2024 at 2:00 p.m.
Library Meeting Room

- 1. Welcome and Acknowledgement**
- 2. Approval of the Agenda**
- 3. Approval of the 2023 AGM Minutes**
- 4. Report from the Chair**
- 5. Treasurer's Report**
- 6. Questions**
- 7. Membership Fee**
- 8. Election of Board Members**
- 9. Acknowledgement of Retiring Board Member**

ADJOURNMENT--

MAYNE ISLAND LIBRARY (READING ROOM)
ANNUAL GENERAL MEETING
FEBRUARY 25, 2023, 2:00 P.M.
MAYNE LIBRARY

MINUTES

Attending:

Janet Guy, Sharlene Lazin, Judith Neamtan, Deb Foote, Garth Owen, Helen O'Brian, Laurie Cooke, Eleanor Cocker, Marilyn Winterbottom, Velda Lefler, Lee Anthony and Karen Ramlo.

1. Welcome/Acknowledgement

Marilyn welcomed those attending the meeting and acknowledged that we meet on the territory of the Coast Salish people which is where we work, live and play and we do so with gratitude.

2. Approval of the agenda

It was moved by Janet Guy that the agenda be accepted as presented. Seconded by Sharlene Lazin. Carried with no dissensions or abstentions.

3. Approval of the 2022 AGM Minutes

The Minutes of the 2022 AGM were approved with a motion from Deb Foote and seconded by Helen O'Brian. Carried with no dissensions or abstentions.

BUSINESS ARISING

a. Report from the Chair: Marilyn Winterbottom

Marilyn gave her report as the Chairperson of the Board of Directors. A copy of Marilyn's report is available on our website and printed copies will be provided on request for those unable to access her report. There will be a copy of the Chairperson's Report in the file with the AGM Minutes as well.

b. Treasurer's Report

Velda Lefler presented the Draft Financial Reports for the year ended December 31, 2022, which are posted to our website. Copies were available for those attending the meeting to review and discuss. A copy will be attached to the file with the AGM Minutes. Following questions (below) Velda Lefler asked that the Draft Financial Report be adopted as presented. Deb Foote seconded the motion. Carried with no dissensions or abstentions.

c. Questions

Velda Lefler asked if there were any questions regarding our financial activities over the course of the year. Questions covered the area of costs for air filters in the library, conference or workshops for staff and volunteers, salaries for staff.

There was a question regarding the purchase of a heat pump for the facility. Marilyn Winterbottom and Velda Lefler explained the work that was done to proceed with the purchase of a unit and difficulty that we experienced with the rental of our facility from Parks and the CRD participation in funding, etc. We hope to continue this quest once our new lease is signed in the spring.

The final question was about the cost of insurance this year. Velda Lefler replied that she will be reviewing the options with our agent as this was a surprise. It was suggested that we contact the Cooperators to see if there would be an alternative for us.

d. Membership Fee

Lee Anthony moved that the annual membership fee for the Mayne Island Reading Centre should continue to be **\$5.00**. Seconded by Deb Foote. Carried with no dissensions or abstentions.

e. Election of Board Members

Lee Anthony and Darryl Golding acted as the Nominating Committee for this year. The following community members are nominated to fill the vacant positions of the Board of Directors: Eleanor Cocker (Chairperson) for a one-year term. Carol Ashwell for a three-year term and Sarah Hudson for a three-year term. The question was asked, three times, if there were any nominations from the floor. There being none, the above nominees were elected as new Directors for the Library Board.

f. Acknowledgement of retiring Board Members

Marilyn Winterbottom, Judi Walker and Darryl Golding will be stepping away from their current positions on the Board of Directors. We thank them for their dedication and hard work over the past few years. Your guidance and respect for our Society is very much appreciated.

ADJOURNMENT – The AGM adjourned at 2:53 p.m.

**ANNUAL GENERAL MEETING
MAYNE ISLAND READING CENTRE SOCIETY
FEBRUARY 24, 2024 2 PM
MAYNE ISLAND LIBRARY
REPORT FROM THE CHAIR ON 2023**

MISSION STATEMENT: OUR MISSION IS TO ENRICH LIVES BY PROVIDING A CIRCULATING COLLECTION OF MATERIALS OF INTEREST AND ENTERTAINMENT, ACCESS TO ONLINE RESOURCES AND A VARIETY OF PROGRAMS IN A WELCOMING ENVIRONMENT FOR ALL.

SUMMARY

In 2023 the library became increasingly busy after the end of COVID protocols. We continued to be open Wednesdays, Fridays, and Saturdays under the supervision of our Community Librarian, Laurie Cooke and our student assistant, Reed Glyn-Nelson, with help from our trusty volunteers on Fridays and whenever and wherever they were needed. We were also supported by District Staff, Carmen Oleskevich, Colette Clarke, Melody Pender and Kevin Gosling on Pender Island. With our well-run library services, many programs, friendly atmosphere and great book choices, Mayne Island Library has become a strong and vibrant community.

LIBRARY USE

Although we don't have a door counter to give us statistics, anecdotally we know that our little library has become a much busier place, especially last summer. Patrons came to borrow books, to use the laptop and printer, to see the artwork, to listen to stories or to make use of the WIFI in a convivial environment. At times the table was full and folks spilled outside to the benches while both Reed and Laurie were kept busy on two computers checking out books and registering new patrons. And don't forget Story Time on the blanket outside with ten to twenty kids and their big people listening to stories and soon after rushing inside to find their own.

We do have some statistics to illustrate our busyness:

- 135 new patrons signed up for a library card.
- 8894 items were borrowed, including 4981 adult and 3913 children and youth. This is almost a 30% increase over last year's total.
- 211 holds were filled.
- 4480 e-items were checked out, 20% over last year.
- Top adult fiction choices included All the Quiet Places by Brian Thomas Isaac (2023 Mayne Reads choice), A World of Curiosities by Louise Penny, A Heart Full of Headstones by Ian Rankin, Lessons in Chemistry by Bonnie Garmus and The Rising Tide by Ann Cleeves.

- Our favourite non-fiction books were Run Towards the Danger by Sarah Polley, Healthy Meal Prep by Lisa Bryan, the Ride of her Life by Elizabeth Letts, Agatha Christie by Lucy Worsley and Laughing with the Trickster by Tomson Highway (2024 Mayne Reads choice).

COLLECTION

The Adult Book Selection Committee, comprised of Libbie Bake, Lynda Campbell, Elizabeth Whitelaw and Judith Neamtan added 429 books to the collection while the Children and Youth Committee of Sarah Begley, Tina Farnilo and Sarah Hudson purchased 229 items. Graphic Novels proved to be very popular, especially in the YA and JF sections so the committee requested further funds to purchase these books. As well as purchasing new books, the committee members must participate in the important task of culling so that the number of books in our collection remains fairly constant, currently 7441 volumes.

TECHNOLOGY

Our technology needs continue to be served by the expertise of Pender Island Staff: Kevin Gosling as Technology Specialist and Colette Clarke as day-to-day problem solver. The laptop and printing service are starting to be used more. Strikingly, many patrons with their own computers gathered at the library to use our WIFI service in the comfortable ambience of the library's meeting room.

VOLUNTEERS AND STAFF

2023 marked Mayne Library's full integration of a hybrid system, with both staff and volunteers fulfilling important roles. We appreciated the experience, expertise and consistency of our Community Librarian, Laurie and student library assistant, Reed. Equally important was the work done by our 31 volunteers. First there were those who took library shifts which ranged from endless shelf-reading to relieving Reed on the circulation desk. Organizing the volunteers were our two cheerful schedulers, Robyn Yeldon and Dell Maxwell. After the books were purchased and delivered, cataloguers, Karen Ramlo and Judi Walker, with help from Laurie, put the books into the Sitka system, after which Laurie processed the books and got them on the shelves in a timely manner. Other volunteer jobs included washing books, writing the monthly Mayneliner article, managing the calendar, being on the health and safety committee, managing the repair and maintenance of the inside of our library, participating on the program committee, and even becoming a Board member. We had two workshops for Volunteers, the first in June to allow everyone to have a say about ideas for our Strategic Plan and the second, a learning session with Laurie. A very Mayne-island appropriate quote is "Volunteers may not have the time, but they have the heart!"

PROGRAMS

Once again the Program Committee, which during 2023 included Tina Farmilo, Sharlene Lazin, Amber Harvey, Emily Patenaude, Lori Nik and Eleanor Cocker, was both ambitious and very busy. In January we partnered with the Campbell Bay Music Festival to help with the first of the "Walking Forward with the Past" including a community event and Sarah Jim exhibit in the library. Our StoryWalk presentations on the Community Centre grounds continued all year with a change approximately every 3 weeks. We are thankful to SaltSpring Library for this opportunity; we also created 3 of our own sets to share with them. We chose All the Quiet Places as Mayne Reads 2023 and in early February had a circle with John Aitken discussing our previous choice, Five Little Indians and introducing our new one. Life-writing with Amber Harvey continued throughout the year on Zoom and we had an interesting presentation from local author, Marie Elliott in early March. In April we hosted Erica Gies, author of Water Always Wins and May saw an event with humorous author Margot Fedoruk and a retrospective of prize-winning poet, Arleen Pare's work. We also had our first Story Time on Easter weekend. In May we solidified our partnership with MIALS by providing book bins for their Creative Café and a commitment to continue this relationship to make the library more accessible to senior patrons. Summer Story Times on Wednesdays at 10 a.m. were very popular with between 10 and 20 children and their adults at each. Summer Reading Club also provided support to young readers and was organized by Reed this year with lots of activity suggestions available. In the summer we tried an NFB cartoon hour for children using MIALS equipment. Participation was limited but a good experiment. In August we participated in the annual Fall Fair with a booth manned by Staff and Volunteers and featuring information, silly (and otherwise) quiz questions, pins, and prizes. Thanks to Carmen for her suggestion. In August we also began working with the Mayneliner to find willing book reviewers. We also had a very successful (\$1, 008) book sale under the organized guidance of Carol Ashwell. In September we hosted author Daniel Gawthrop. And then we started planning again.

BUILDING AND RENTAL AGREEMENT

This June our rental agreement with the CRD was up for renewal. A committee of Carol and Bernie Peets, Sarah Hudson and Eleanor Cocker met and looked over our old agreement, which was very good. Because of our Heat Pump issue last year, we decided to ask a couple of questions before signing. The answer took several months and, although it was not favourable, overall we have once again negotiated a good rental agreement. We have paid our \$1 for five years and all documents are signed and considered legal as of last June.

The problem with heat in the library has been somewhat solved by an air conditioner sourced by Velda Lefler.

STRATEGIC PLAN

After a community survey, volunteer meeting, Board meeting and several committee meetings, we came up with a final (for now) draft of our Strategic Plan 2024—2028. The main Goals are in the areas of Collections and Resources, Programs and Community, Human Resources, Technology, Governance, Communication, Physical Plant and Commitment to Truth and Reconciliation. Please see a copy of the Strategic Plan on the website or at the library.

SOUTHERN GULF ISLAND LIBRARY COMMISSION

There were three SGILC meetings via Zoom this year and at least two out of the three Commissioners/Alternate attended each. One result was a new Strategic Plan for SGILC with goals in the areas of human resources, financial management, collective library services and commitment to Truth and Reconciliation. Pender staff and Board treasurers are currently working on a new funding allocation with a fairer distribution for all.

IN CLOSING

Thank you to our library staff, volunteers and patrons. What a great little library we have on Mayne Island. Thanks to our tremendous Board members, Velda Lefler, Karen Ramlo, Lee Anthony, Carol Ashwell, Sarah Hudson, Lynda Campbell, Hodie Rondeau (substitute for Lynda) and Eleanor Cocker. One person has finished her six years on the Board: Velda Lefler, Volunteer Extraordinaire. Not only has she been a wonderful Treasurer (even though that isn't her favourite thing), she has also sourced, picked up, fixed, washed, checked and generally loved the library. She will be missed on the Board but I'm sure she will still be quietly and efficiently working in the library.

“Bad libraries build collections, good libraries build services, great libraries build communities”. R David Lankes

Let us continue to aim for a great community library!

Treasurer's Report for the Annual General Meeting of MIRCS – February 2024

We began this year with a healthy balance in our chequing account, sufficient to cover our 2023 Budget. Our GIC's amount to \$20,000.00 (twenty thousand dollars) which will more than cover a year of our Operating budget if needed – they are our safety net. We are continuing to grow our Savings Account which we can use for our anniversary celebrations or any purchases outside our basic operating needs. It is currently over \$4,000.00 (four thousand). So, although it looks as if we have overspent our budget, what took place is that we used our surplus chequing account funds to cover the five months that CRD would have covered our account. That money has been directed to our 2024 budget as you can see by the surplus funds already given to us by CRD in January 2024. This will not happen again as we will receive our CRD allocation on January 1st of each year to fund our operating budget to December 31st of each year.

The major purchases we have made over and above our budget were for permanent and necessary fixtures: the slat walls – for better display of our books for sale, posters regarding our programmes, etc.; the blinds in the Board Room which enable our Programme Committee to show slides and films; and our air conditioner which has improved the comfort of our library during the summer months.

We have increased our budget this coming year for various reasons: Administration and Promotion because we intend to celebrate, with the community, our 30th anniversary; Children's Book purchasing has increased due to a higher cost of books and a larger purchase to increase our collection as we have more young people on the Island and they are using our Library! The Programme Committee account continues to grow as it is staffed by a very creative, enthusiastic and experienced group of people and their ideas for encouraging the community to enjoy and use our library inevitably come at a cost.

MAYNE READING CENTRE SOCIETY

Financial Statements

Year Ended December 31st, 2023

(Unaudited – see Notice to Reader)

MAYNE READING CENTRE SOCIETY

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Year Ended December 31st, 2023

(Unaudited – see Notice to Reader)

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Melody Pender
7907 Plumper Way
Pender Island, BC
V0N 2M2

NOTICE TO READER

The information contained in the balance sheet of the Mayne Reading Centre Society as at December 31st, 2023, and the statement of income and expenses for the year then ended has been compiled based on information provided by the Board of Directors of Mayne Reading Centre Society. Such information was not audited, reviewed or an attempted to be verified as to the accuracy or completeness of such information. I am an employee of the Pender Island Public Library working on behalf of the CRD Southern Gulf Islands Library Commission as Bookkeeper for Mayne Reading Centre Society.

Pender Island, BC

February 12th, 2024

Mayne Reading Centre Society

Balance Sheet Report

To: December, 31, 2023

ASSETS

Current Assets

1050 - Petty Cash	50.00	
1055 - Savings Bank Account	3,670.07	
1060 - Chequing Bank Account Coast Capital	1,942.36	
1104 - Redeemable GIC - 2 year	10,067.12	
1105 - Redeemable GIC - 3 year	10,195.94	
1107 - GST Rebate Books	199.41	
1108 - GST Rebate Other	147.04	
	
	Total Current Assets	\$26,271.94

Fixed Assets

.....
Total Fixed Assets **\$0.00**

TOTAL ASSETS **\$26,271.94**

LIABILITIES

Current Liabilities

.....
Total Current Liabilities **\$0.00**

Future Liabilities

.....
Total Future Liabilities **\$0.00**

	TOTAL LIABILITIES	\$0.00
EQUITY		
3010 - Library Equity	25,509.65	
Net Profit / Loss	762.29	
<i>Net Profit / Loss (prior year(s))</i>	17,340.99	
<i>Net Profit / Loss (current year)</i>	-16,578.70	
	TOTAL EQUITY	\$26,271.94
	TOTAL LIABILITIES & EQUITY	\$26,271.94

Mayne Reading Centre Society

Profit and Loss Report

January, 01, 2023 - December, 31, 2023

Sales		
4020 - CRD Tax Requisition	14,827.32	
4021 - Grant Provincial Op	9,740.89	
4025 - CRD Special Funds	200.00	
4028 - Fundraising Revenue	1,008.00	
4100 - Donations - General	1,221.21	
4120 - Tru Value Certificates	1,780.00	
4200 - Used Book Sales	128.80	
4220 - Memberships	80.00	
4440 - Interest Revenue	229.11	
4460 - Miscellaneous Revenue	76.00	
	Total Sales	\$29,291.33
Direct Expenses		
	Total Direct Expenses	\$0.00
	GROSS PROFIT / LOSS	\$29,291.33
Expenses		
5410 - Wages & Salaries	17,017.43	
5615 - Advertising & Promotions	1,658.84	
5620 - BC One Expense	221.63	
5625 - Fees	25.00	
5627 - Books - Adults	5,855.45	
5628 - Books - Children	3,765.36	
5629 - Building Repairs & Maintenance	416.06	

5650 - Business Fees and Licenses	40.00	
5655 - Building Equipment	3,829.70	
5665 - Hydro	986.92	
5670 - Internet	2,043.80	
5685 - Insurance	3,945.00	
5692 - Donation Fees	26.00	
5695 - Janitor	1,193.75	
5697 - Library Equipment	1,279.57	
5698 - Library Supplies	518.11	
5700 - Office Supplies	422.57	
5705 - Program Events	1,298.80	
5725 - Board/Volunteer Development	109.78	
5780 - Telephone	887.61	
5785 - Volunteer Appreciation	328.65	
	Total Expenses	\$45,870.03
	NET PROFIT / LOSS	-\$16,578.70

1. Collections and Resources

Goal: to provide a circulating collection that is responsive to children, teens and adults.

Action	Timeline	People	Measure of success
<p>MAINTAIN A WELL-ROUNDED COLLECTION RESPONSIVE TO COMMUNITY NEEDS AND INTERESTS, INCLUDING</p> <ul style="list-style-type: none"> • ATTENTION TO INDIGENOUS AND LOCAL WRITERS' REPRESENTATION • IMPROVEMENTS TO MULTI-CULTURAL FICTION AND NON-FICTION RESOURCES • ADDITIONS TO THE JF, YA AND ADULT GRAPHIC NOVEL COLLECTIONS 	ONGOING	BOOK BUYING COMMITTEE AND STAFF	CIRCULATION IS MAINTAINED OR INCREASED.
PATRON REQUESTS ARE ENCOURAGED			PATRON REQUESTS ARE FILLED IN A TIMELY MANNER USING NEW GUIDELINES.
EXAMINE BUDGET ALLOCATION (PROPORTION) FOR CHILDREN'S, EARLY READERS, JUNIOR FICTION (JF) AND YOUNG ADULT (YA) IN ORDER TO STRENGTHEN THESE CATEGORIES	2024	BOARD AND BOOK PURCHASING COMMITTEES	DISTRIBUTION OF BOOKS REFLECTS READER DEMAND. MORE YA BOOKS TAKEN OUT
RESEARCH SHARING THE PURCHASE OF RESOURCES FOR THE LIBRARY WITH ANOTHER COMMUNITY GROUP (CONSERVANCY: BIRD WATCHING KITS)	2024 FUND RAISING 2025 TO 2026 KITS OFFERED	PROGRAM COMMITTEE CONSERVANCY PRO D POSSIBLE LIBRARY FUND RAISING COMMITTEE	KITS AVAILABLE TO BE TAKEN OUT.

2. Programs and Community

Goal: to ensure that the Library is an integral part of Mayne Island community and provides programs and services that are inclusive

Action	Timeline	People	Measure of success
<p>REINVIGORATE LITERACY BASED PROGRAMS FOR CHILDREN THROUGHOUT THE YEAR.</p> <p>INITIATE AN EVENING TEEN DROP-IN PROGRAM.</p>	2024 AND ONGOING	<p>PROGRAM COMMITTEE AND CHILDREN'S BOOK PURCHASING COMMITTEE</p> <p>PROGRAM COMMITTEE</p>	<p>REGULAR STORYTIMES AND OTHER PROGRAMS FOR SCHOOL STRONG START FAMILY PLACE HOME SCHOOLERS GENERAL PUBLIC</p> <p>PROGRAM NUMBERS ARE RECORDED AND TRACKED</p>
<p>PROVIDE A VARIETY OF PROGRAMS FOR ADULTS INCLUDING:</p> <ul style="list-style-type: none"> • SHARED PROGRAMS WITH OTHER COMMUNITY GROUPS E.G. OUTREACH WITH MIALS • NFB FILMS • AUTHOR READINGS • INTERESTING SPEAKERS • PHILOSOPHERS CAFÉ • LIFE WRITING • INDIGENOUS ARTS & LANGUAGE EVENTS (in partnership with CBFM Society) 	2024 AND ONGOING	<p>PROGRAM COMMITTEE OTHER COMMUNITY REPRESENTATIVES</p>	<p>PARTICIPATION NUMBERS ARE RECORDED AND TRACKED</p>
<p>OFFER COMPUTER LITERACY TO THOSE WHO WANT TO ACCESS LIBRARY RESOURCES</p>	2024 TO 2025	STAFF AND VOLUNTEERS	<p>PEOPLE WHO IDENTIFY AS NEEDING HELP HAVE RECEIVED IT.</p> <p>MORE USE OF ONLINE RESOURCES</p>
<p>WORK WITH OTHER COMMUNITY GROUPS TO PROMOTE RECONCILIATION</p>	ONGOING	<p>BOARD, PROGRAM COMMITTEE, VOLUNTEERS</p>	<p>TRACK PARTICIPATION AT EVENTS, USE OF RELATED LIBRARY MATERIALS</p>

<p>AS EXAMPLES:</p> <ul style="list-style-type: none"> • MAYNE READS • WALKING FORWARD EVENTS • OUTSIDE SIGNAGE • ACKNOWLEDGEMENT 			<p>NUMBER OF EVENTS AND PARTICIPANTS MAINTAINED OR INCREASED POSITIVE FEEDBACK (ON SURVEYS & FROM PATRONS.) OUTSIDE SIGNAGE INSTALLED "MAYNE READS" TITLES SHOW INCREASE IN CIRCULATION.</p>
<p>LIBRARY SEEN AS ACTIVE PARTICIPANT IN COMMUNITY EVENTS SUCH AS THE FALL FAIR</p>	ONGOING	PROGRAM COMMITTEE, BOARD, VOLUNTEERS	<p>AT LEAST TWO EVENTS, COMMITTEES, PARTNERSHIPS YEARLY</p>
<p>RESEARCH USE OF OTHER VENUES FOR PROGRAM COMMITTEE'S LARGE EVENTS (SUCH AS NFB PRESENTATIONS; OR SPEAKERS) ESPECIALLY REGARDING INSURANCE</p>	2024	PROGRAM COMMITTEE, BOARD TREASURER	<p>APPROPRIATE SPACE IS FOUND</p>
<p>KEEP PARTICIPATION STATISTICS FOR PROGRAMS</p>	ONGOING	PROGRAM COMMITTEE DESIGNATE	<p>STATISTICS READY FOR EACH AGM IN FEBRUARY</p>
<p>RESEARCH ADDITIONAL OPENING TIMES: EXAMPLE OPEN MONDAYS, OR THURSDAYS</p>	2024	BOARD PROGRAM COMMITTEE & VOLUNTEERS	<p>OPENING TIMES SUIT PATRONS WHO OTHERWISE ARE UNABLE TO MAKE USE OF THE LIBRARY</p>
<p>PROVIDE MEETING SPACE FOR COMMUNITY ORGANIZATIONS</p>	ONGOING	BOARD & VOLUNTEERS	<p>MEETINGS ARE SCHEDULED AND HELD IN THE MEETING ROOM</p>
<p>MAINTAIN PARTNERSHIP WITH THE SGIAC PROVIDING GALLERY SPACE AND ART OPENINGS</p>	MONTHLY	LIBRARY ART COUNCIL LIAISON WITH ARTS COUNCIL EXECUTIVE	<p>ONGOING ARTS DISPLAYS</p>
<p>DEVELOP AND CARRY OUT A FOLLOW-UP SURVEY OF LIBRARY USERS AND NON-USERS USING THE 2018 AND 2022 SURVEYS AS BENCHMARKS TO SEE IF LIBRARY SERVICE HAS IMPROVED AND TO GUIDE THE BOARD THROUGH THE NEXT STRATEGIC PLANNING PROCESS.</p>	2027 TO 2028	BOARD	<p>SURVEY CARRIED OUT, STATISTICS ANALYZED, IMPROVEMENTS PLANNED, AS PART OF NEXT STRATEGIC PLAN</p>

3. Human Resources

Goal: To ensure that the Library has a team of well-trained, enthusiastic staff and volunteers.

Action	Timeline	People	Measure of success
IMPROVE THE HYBRID STAFF/VOLUNTEER SYSTEM WITH STAFF AND VOLUNTEERS WORKING EFFECTIVELY TOGETHER	2024	BOARD, STAFF, VOLUNTEER COORDINATORS	QUESTIONNAIRE TO STAFF AND VOLUNTEERS SHOWS SATISFACTION SKILL ACQUISITION OF VOLUNTEERS VARIED TASKS FOR VOLUNTEERS
PROVIDE TRAINING TO VOLUNTEERS ON A REGULAR BASIS (UP TO FOUR TIMES A YEAR) INCLUDING TECHNICAL UPDATES, REMINDERS AND LIBRARY MANAGEMENT	ONGOING	STAFF, VOLUNTEER COORDINATORS	STAFF & COMMUNITY CONTINUES TO BE POSITIVE ABOUT ROLE OF VOLUNTEERS. SEASONED VOLUNTEERS WANT TO CONTINUE. NEW VOLUNTEERS WANT TO JOIN.
TRAIN AND MAINTAIN A POOL OF VOLUNTEERS SPECIFICALLY FOR SITKA/DESK DUTIES PROVIDE SUCCESSION TRAINING FOR SKILLED JOBS SUCH AS CATALOGUING, BOOK SELECTION, BOOK PROCESSING	ONGOING	STAFF, VOLUNTEER COORDINATORS; VOLUNTEERS CURRENTLY IN POSITIONS	ENOUGH VOLUNTEERS ARE AVAILABLE FOR REGULAR OR EMERGENCY NEEDS AND ALSO FOR SUCCESSION

4. Technology

Goal: To ensure that the Library, its staff and volunteers are responsive to changing library practices and the technological needs of its patrons.

Action	Timeline	People	Measure of success
MAINTAIN A POOL OF VOLUNTEERS WITH KNOWLEDGE OF SITKA UPDATES	2024 TO 2025	STAFF, COMMUNICATION BOOK, VOLUNTEERS THEMSELVES REVIEW SITKA BINDER PERIODICALLY	ENOUGH VOLUNTEERS AVAILABLE FOR REGULAR OR EMERGENCY NEEDS

LIBRARY PROVIDES TECHNOLOGICAL HELP TO PATRONS SO THAT THEY CAN USE EBOOKS AND OTHER ONLINE LIBRARY RESOURCES WITH THEIR DEVICES	2024 TO 2025	STAFF AT FIRST AND TRAINED VOLUNTEERS LATER	SURVEY—PATRONS WHO WANTED HELP HAVE RECEIVED IT AND ARE SATISFIED WITH THE OUTCOME.

5. Governance

Goal: to ensure that the Library is fiscally responsible and well-managed.

Action	Timeline	People	Measure of success
PROVIDE FOR SUCCESSION ON THE BOARD WITH JOB DESCRIPTIONS AND ACTIVE RECRUITMENT OF BOARD MEMBERS/ FUTURE BOARD MEMBERS	2024 AND ONGOING	CURRENT BOARD MEMBERS	FULL SLATE OF BOARD CANDIDATES FOR FEBRUARY 2025 POSITIONS OF CHAIR, SECRETARY & TREASURER FILLED
TRAINING FOR NEW/ALL BOARD MEMBERS ON GOVERNANCE	2024 ONGOING EACH YEAR	LIBRARY CHAIR OR DESIGNATE	SELF-EVALUATION OF BOARD RE UNDERSTANDING
GOVERNANCE BINDER AND POLICIES & PROCEDURES MANUAL COMPLETE AND UP TO DATE WITH ALL NECESSARY DOCUMENTS AVAILABLE TO BOARD MEMBERS	2024 AND ONGOING	CHAIR, SECRETARY OF BOARD, AND STAFF	GOVERNANCE BINDER AND POLICIES & PROCEDURES MANUAL COMPLETE
RE-EVALUATE TREASURER'S ROLE	2024	BOARD WITH ASSISTANCE FROM SGI LIBRARY BOOKKEEPER	TREASURER'S ROLE WELL-DEFINED, AND MANAGEABLE
WORKSHOP ON BUDGET FOR ALL BOARD	2024 TO 2025	BOOKKEEPER FROM SGI LIBRARY COMMISSION	WORKSHOP COMPLETE

6. Communication

Goal: To enhance the exchange of information between the Library and its staff, volunteers, users and the Mayne Island community at large, as well as other Southern Gulf Islands libraries.

Action	Timeline	People	Measure of success
ENHANCE COMMUNICATION: STAFF/BOARD STAFF/VOLUNTEERS BOARD/VOLUNTEERS VOLUNTEERS/VOLUNTEERS	2024 AND ONGOING	VOLUNTEER COORDINATOR, VOLUNTEER TRAINER, STAFF, BOARD CHAIR	COMMUNICATION BOOK USED REGULARLY REGULAR STAFF REPORT AT BOARD MEETINGS REGULAR VOLUNTEER APPRECIATION/WORKSH OPS (AT LEAST THREE PER YEAR)
ENHANCE WEBSITE IF POSSIBLE	2024 TO 2025, ONGOING	STAFF OR EXPERT	A MORE ATTRACTIVE AND USER-FRIENDLY WEBSITE FOR MAYNE, CONNECTED TO THE SGI LIBRARY WEBSITE
COMMUNICATE WITH THE COMMUNITY USING A VARIETY OF METHODS	ON GOING	PROGRAM COMMITTEE, BOARD, STAFF	CONTINUE TO USE MAYNELINER, POSTERS, FACEBOOK, WEBSITE, PARTICIPATION IN COMMUNITY EVENTS, COMMENTS BOX, QUESTIONNAIRE E.G. FALL FAIR. ALSO EXPLORE NEW METHOD
INCREASE COMMUNICATION BETWEEN ALL THE SOUTHERN GULF ISLAND LIBRARIES	2024 ONGOING	BOARD, SGI LIBRARY COMMISSIONERS	IDEAS SHARED OUTSIDE REGULAR SGI LIBRARY COMMISSION MEETING

7. Physical Plant

Goal: To ensure that the Library Building continues to meet the needs of our growing Mayne Island community.

Action	Timeline	People	Measure of success
ASSESS OUR COLLECTION AND LIBRARY USAGE WITH REGARDS TO FUTURE SPACE NEEDS	ANNUAL ONGOING	STAFF & PURCHASING COMMITTEE & BOARD	REPORT
EXPLORE THE POSSIBILITIES FOR PHYSICAL EXPANSION OF THE BUILDING	AS NEEDED	BOARD, STAFF, VOLUNTEERS, COMMUNITY	DEVELOPMENT OF PROPOSAL

ENSURE THAT THE LIBRARY BUILDING, INCLUDING THE BASEMENT, IS DRY, COMFORTABLE AND HEALTHY DURING NEXT 5 YEARS AND PARTICULARLY PREPARING FOR THE LEASE AGREEMENT IN 2028.	ONGOING	BOARD	GOOD CONDITIONS MAINTAINED.
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8. Commitment to Truth and Reconciliation

Continue with the Library’s commitment to Truth and Reconciliation.

Action	Timeline	People	Measure of success
OUTDOOR SIGNAGE &/OR ART	2024 TO 2025	BOARD, VOLUNTEERS, PROGRAM COMMITTEE, COMMUNITY	SIGNAGE/PROJECT COMPLETE
PROGRAMS “MAYNE READS” LANGUAGE EDUCATION, OTHER PROGRAMS	2024	PROGRAM COMMITTEE AND COMMUNITY	INCREASED CIRCULATION, ATTENDANCE AT PROGRAMS, FEEDBACK FROM PARTICIPANTS
COLLECTION (SEE PREVIOUS ENTRIES: 1.1; 2.4)	ON GOING		INCREASED CIRCULATION PERCENTAGE OF COLLECTION MAINTAINED OR INCREASED

Mayne Island Community Library

Your library at work!

New Items added 658

429 Adult items
229 Youth items

New Patrons
138

**Total e-items
checked out**
4480

Number of Holds filled
211

Total items borrowed
8894
Adult 4981
Youth 3913



**Mayne Island
Community Library.**

Library Statistics 2020



**New Patrons
25**



**New Books
371 (86 Children's)**



**Total Circulation
3707 (1172 Children's Circ)**



**Number of eLibrary
materials checked
out
2677**

**Curbside
Pickup/Holds filled
602**



**Mayne Island
Community Library.**

Library Statistics 2021



**New Patrons
90**



**New Books
509 (170 Children's)**



**Total Circulation
7156 (2523 Children's Circ)**



**Number of eLibrary
materials checked
out
3214**

**Curbside
Pickup/Holds filled
365**



**Mayne Island
Library**

**Your library at work
2022**

**New 94
patrons**

**New item's added
557
(217 Children's)**

**Total Circulation
6915
2643 Children's Circ**

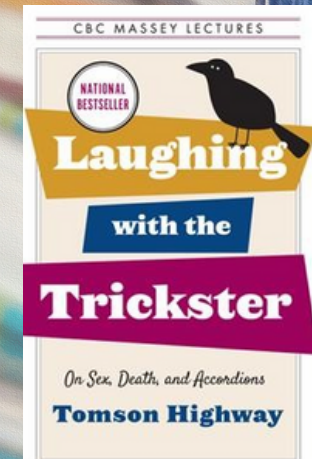
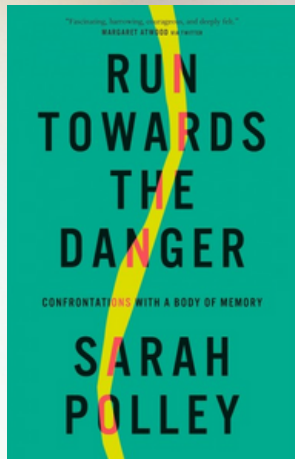
283 **Number of
Holds filled**

**Total eLibrary
items checked
out
3769**

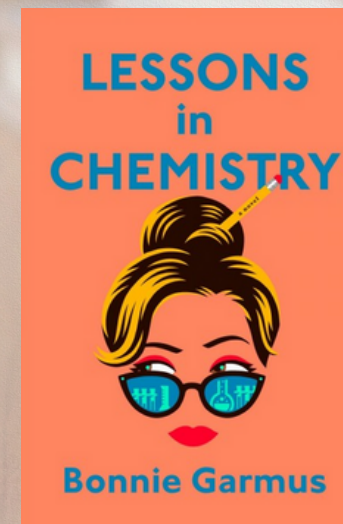
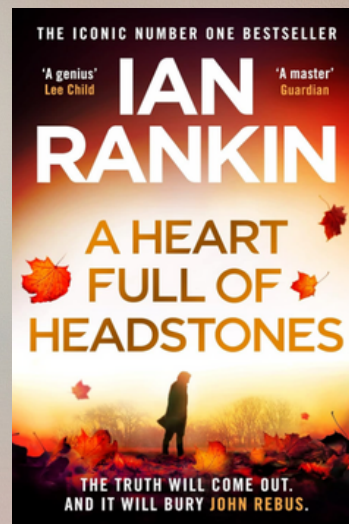
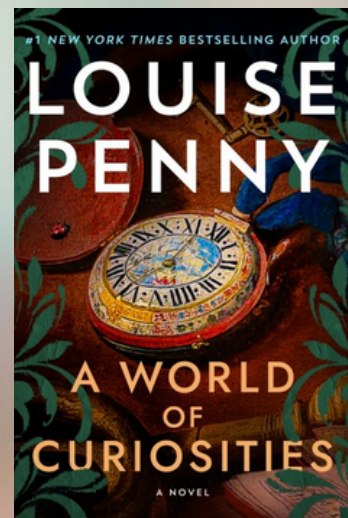
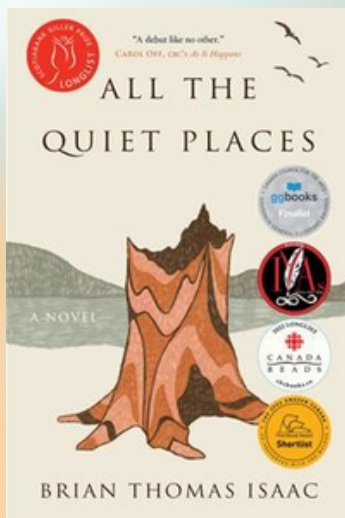


Top Books of 2023!

Non-Fiction

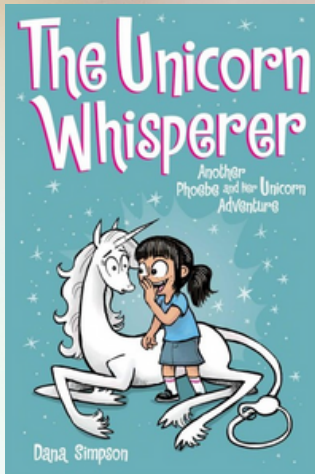


Fiction

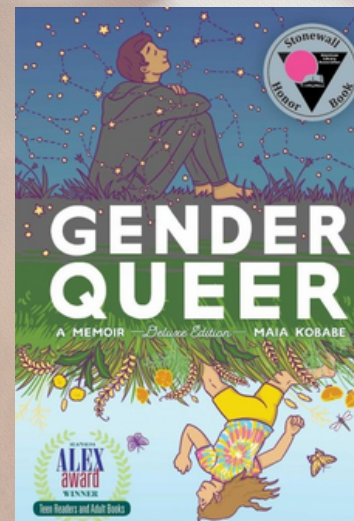
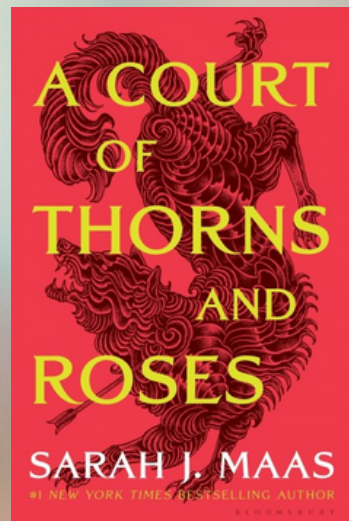
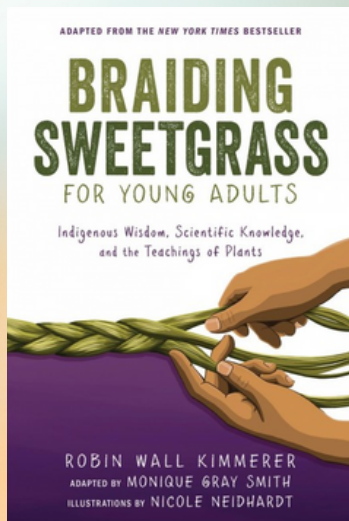


Top Youth Books of 2023!

Junior Fiction and Graphic Novels

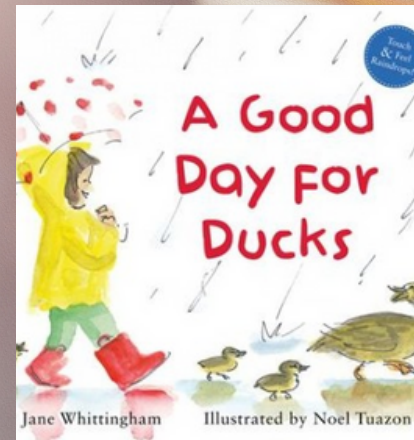
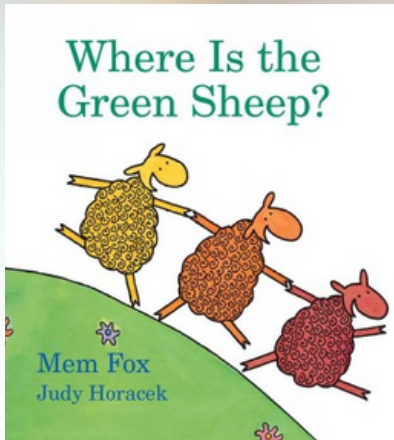


Young Adult



Kids! Top Books of 2023!

Picture Books



Early Readers

