

LIBSTAT102 – FULL SURVEY VERIFICATION REPORT

Greater Madawaska Twp(L0478)

Submission Period: Annual Public Library Statistics 2023

ANNUAL SURVEY OF PUBLIC LIBRARIES – GENERAL INFORMATION

A1.0 Identification

A1.1 Legal Name:	L0478 - Greater Madawaska Twp
A1.2 Period for which this survey applies:	Calendar Year
A1.3 Ontario Library Service (OLS) Region:	Southern Ontario Library Service
A1.4 Type of Library Service:	Public or Union Library
A1.5 Mailing Address:	12629 Lanark Road P.O. Box 160
A1.6 City/ Town:	Calabogie
A1.7 Province:	Ontario
A1.8 Postal Code:	K0J1H0
A1.9 Street Address (if different from mailing address):	
A1.10 City/Town:	
A1.11 Province:	
A1.12 Postal Code:	
A1.13 Web Site Address:	https://www.greatermadawaska.com/en/play-and-discover/library.aspx
A1.14 No. of Active Library Cardholders	<input type="text" value="385"/>

A2.0 Current Library CEO, Municipal Clerk, Local Services Board Chair, or person with signing or operational authority for the First Nation Public Library

A2.1 First Name:	Ruth
A2.2 Last Name:	Jones
A2.3 Telephone Number:	(613) 752-2317
A2.4 Fax Number:	(613) 752-1720
A2.5 Email Address:	gmpl@bellnet.ca

A3.0 Contact Person for information on this survey (if person named above is not contact person)

A3.1 First Name:	<input type="text"/>
A3.2 Last Name:	<input type="text"/>
A3.3 Telephone Number:	<input type="text" value="() - ext."/>
A3.4 Fax Number:	<input type="text" value="() -"/>
A3.5 Email Address:	<input type="text"/>

Comments:

Active patrons stat from Jan 1 2022 to end-of-year 2023.

ANNUAL SURVEY OF PUBLIC LIBRARIES – FINANCIAL INFORMATION

B1.0 Net Balance brought forward from previous yearB1.1 ☐ Surplus ☐ Deficit ☒ Nil

0

B2.0 Operating Revenues**B2.1 Provincial Operating Funding. Does not include project revenue.**

B2.1.1 Public Library Operating Grant (PLOG)

11817

B2.1.2 Pay Equity Grant

B2.1.3 First Nation Salary Supplement Grant

B2.1.4 Total Provincial Operating Funding

11817

130500

B2.2 Local Operating Funding (e.g. Municipality or Band local operating funding)

B2.3 Contract Revenue (funds from other municipalities, neighbouring public library boards, Local Services Boards or First Nation Bands that contract for library services). Specify name of contracting organization and amount received from each.

B2.4 Project Grants

Please select from the drop down list below:

Other Project Grant

B2.4.1 Total Project Grants

0

B2.5 Donations (monies donated by outside bodies, e.g. Friends groups, trust funds etc.)

3485

B2.6 Self Generated Revenue (e.g. fines, fees, sales/fundraising, room rentals, cafe revenue, etc.)

6386

0

B2.7 Debt Services and Reserve Fund Revenues

B2.8 Other (Specify any other source of funds not included above and indicate the amount received from each funding source listed, e.g. Connectivity)

International Dyslexia Association grant

500

Library GIC (00026)- interest in 2023

25

Library GIC (00028)- interest in 2023

994

OLS Connectivity Grant

1696

B2.9 Total Operating Revenues

155403

B3.0 Capital Revenues (funds for land, building construction/renovation or furniture or new automation systems)

B3.1 Provincial

0

B3.2 Federal

0

B3.3 Local

0

B3.4 Other (specify any other source of funds not included above and indicate the amount received from each funding source listed; report each funding source on a separate line)

0

B3.5 Total Capital Revenues

B4.0 Operating Expenditures**B4.1 Materials Expenditures**

B4.1.1 General (Include all physical items that are not electronic, e.g. books, periodicals, etc.)

7137

B4.1.2 Electronic (e.g. electronic subscriptions and other databases, downloadable media, gaming software, Playaway, DVDs, and e-resources)

3648

B4.2 Staffing (Total funds spent on all staff)

B4.2.1 Total funds (not including employee benefits)

88142

B4.2.2 Employee Benefits

15667

B4.3 Staff Training (Total funds spent on staff training, including travel and accommodation)

142

B4.4 Facilities/Utilities (Costs related to library facility operation, e.g. insurance, rent, lighting, maintenance, etc.)

20297

B4.5 Telecommunication costs

B4.5.1 Telephone and Fax

2692

B4.5.2 Dedicated Internet Connectivity Costs (e.g. wireless, ISDN, dedicated lines.)

1874

B4.6 Computer Services (Total spent on computer equipment and related expenses, e.g. computer maintenance contracts, etc., new automated systems, etc.)

1567

B4.7 Debt Charges and Transfers to Reserve Funds

0

0

B4.8 Funds returned to government sources

B4.9 Contract payments made to library board for library services (Specify the library board(s) and amount given to each board; report each payment on a separate line)

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B4.10 Other (specify all other expenditures not reported above and indicate the amount spent for each expenditure listed; report each item on a separate line)

Advertising	954
Audit fees (library portion of municipal audit)	2000
Fundraising costs	1250
Miscellaneous	487
Office supplies & furniture	4890
Programming	3936
Website (library portion of GM website)	720

B5.0Total Operating Expenditures155403

B6.0 Total Capital Expenditures (funds expended on land, building construction/renovation or furniture)0

Comments:

- \$130,500 is the Township grant amount as per GM library audit.
- Expenditures are extracted from GMPLLC's end-of-year statement from February 12, 2024 provided by the GM finance department for the period ending December 31, 2023

ANNUAL SURVEY OF PUBLIC LIBRARIES - LIBRARY SYSTEM HOLDINGS

C0.0 Circulating and Reference	English	French	Other
C0.1 Print Titles Held	13163	96	
C0.2 Print Volumes Held	13163	96	
C0.3 Non-Print Resources			
C0.3.1 CD and DVD Titles	858	1	
C0.3.2 CD and DVD Copies	858	1	
C0.3.5 E-Book Titles	60494	541	
C0.3.6 E-Book Copies	113		
C0.3.7 E-Audio Book Titles	91004	557	
C0.3.8 E-Audio Book Copies	159		
C0.4 Special Collections - Original Format	18143	73	
C0.5 Special Collections - Digital Format	8		
C0.3.8 E-Audio Book Copies	31086	98	
C0.3.8 E-Audio Book Copies	8		
C0.4 Special Collections - Original Format			
C0.5 Special Collections - Digital Format			
C0.5 Special Collections - Digital Format			
C3.0 Periodicals, Databases and Downloadable Items	English	French	Other
C3.1 Print Periodical Titles Held	20	0	
C3.2 Information Resources			
C3.2.0 Databases and Database Subscriptions	5		
C3.2.4 No. of Individual Electronic Periodicals Titles	480	2	
C3.2.4 No. of Individual Electronic Periodicals Titles	2		
C4.0 Streaming and/or Subscription Services			
C4.1 Does your library offer Downloading and Streaming services:	<input checked="" type="radio"/> Yes <input type="radio"/> No		
C4.2 If yes, how many	2		
C4.3 Indicate which Downloading and Streaming services are available at your library	<input type="text" value="OverDrive Magazines"/> <input type="text" value=""/> Other <input type="text" value="CBC Corner (EN/FR)"/> Other <input type="text" value=""/>		
C5.0 E-Learning Services			

C5.1 If you provide e-learning services (e.g. Gale Courses, Learning express), please state how many:

1

C5.1.1 Please select the E-Learning services you provide access to from the drop-down menu:

Mango Languages

▼

Other

C5.2 How many cardholders took e-learning courses?


25

C5.3 How many e-learning courses were taken in total by cardholders?

32

C6.0Non-traditional Collections

C6.1 If you have non-traditional circulating library collections (e.g. fishing gear, recreation equipment, musical instruments, seed gardens etc.) please list them in the write-in field below:

For C6.1 list all the non-traditional, circulating library collections available at your library (e.g., fishing gear, snowshoes, musical instruments, seed gardens, etc.)

'Nature Discovery' backpacks, assorted board games, Lego kits

Comments:

2024 E-resources:
-EBSCO PACKAGE 1:
* NoveList Plus
* NoveList K-8 Plus
* Canadian Points of View Reference Centre
* Consumer Health Complete (with French)
-Mango Languages
-Career Cruising

ANNUAL SURVEY OF PUBLIC LIBRARIES – LIBRARY SYSTEM STAFFING

D1.0 How many hours per week in your library constitute a full time position
(must be at least 32.5 hours)?

32.50

D1.1 Full Time Staff (i.e staff working 35 hrs per week or full time equivalent e.g. 32.5)

Job Class	No. of People
Librarians	
Library Technicians	
EXCEL Graduates	
Other Specialized Professional Staff	
Other Staff	
Volunteers	

D1.2 Part Time Staff (i.e staff working less than 35 hours or full time equivalent (e.g. 32.5))

Job Class	No. of People	Total hours worked per week for each job class
Librarians		
Library Technicians		
EXCEL Graduates		
Other Specialized Professional Staff	5	64.00
Other Staff		
Volunteers		

D1.3 Students, Co-op Students, and Interns hired for a specific length of time

Please provide the total number of students, co-op students, and interns that your library hired on a summer, term or semester basis:

Comments:

None of our current staff hold a diploma in Library Sciences. All staff have post-secondary education in other fields.

ANNUAL SURVEY OF PUBLIC LIBRARIES - LIBRARY SYSTEM FACILITIES

E1.0 Public Access Workstations

No.

E1.1 Total No. of Public Access Workstations available in your library

2

Of the total number given above, state how many:

E1.1.1 Provide Internet access

2

E1.1.2 Provide OPAC and/or ILS Access

2

E1.1.4 Total number of lending laptops, netbooks, and tablets (e.g. iPads)

5

E1.2 E-readers

E2.0 Library Automation and Connectivity

No.

E2.1 Does your library have an automated catalogue system?

☒ Yes

☐ No

E2.2 (if above is "Yes", please specify system used)

Insignia

E2.3 Does your library provide wireless Internet connection?

☒ Yes

☐ No

E2.4 Does your library have a 3D Printer(s)

☐ Yes

☒ No

E2.5 If yes state how many:

E2.6 Does your library have a Maker Space, mobile Maker Space, Digital Media Lab, Digital Learning Centre, Self-Publishing Centre, Recording Studio etc.

☐ Yes

☒ No

E2.7 If yes state how many:

E2.8 Circulating Wireless Hot Spots

If your library provides circulating wireless hot spot devices, please state how many:

E3.0 Facilities and Hours of Operation

No. of
Service

Total Weekly
hours of
operation for

	Points	all service points
E3.1Main Library	1	31.00
E3.2Branches open 12 hours per week or more		
E3.3Branches open less than 12 hours per week		
E3.4Bookmobile stop locations		
E3.5Deposit Stations and Kiosks (refer to criteria)	1	41.00
E3.6 No. of Bookmobiles owned by your library board		

E4.0 Facility Rentals and Bookings

No.

E4.1 If your library rents or books meeting rooms or other parts of your library or libraries to outside organizations, please state the number of times it did so in the survey year.

E5.0 Pop-up Libraries

No.

E5.1 If your library has one or more pop-up libraries, how many times did this service pop-up for use during the survey year?

E6.0Extended Services and Facilities

E6.1 If your library has pop-up libraries, study halls, hold lockers, and other facilities that are open to the public complementing or open beyond regular library operating hours, please describe the activities and how they are used in the space provided:

E7.0 Total Square Footage

No.

E7.1 In the space provided, please provide the total, combined square footage of all the facilities in your library system:

1660

Comments:

We deliver books to a bin inside Pine Valley Restaurant in Griffith that patrons can access during operating hours. Patrons are notified by email. Returning items are also left at this location.

Square footage includes hallway & storage.

ANNUAL SURVEY OF PUBLIC LIBRARIES - LIBRARY SYSTEM ACTIVITIES

	11883
F1.0 Total Annual Circulation (Actual Annual Circulation of Physical Material)	
F1.1 Total Annual E-Book Downloads / Borrows (Actual Annual Direct Circulation)	2555
F1.2 Total Annual E-Audio Book Downloads / Borrows (Actual Annual Direct Circulation)	660
F1.3 Total Annual Music Downloads / Borrows (Actual Annual Direct Circulation)	
F1.4 Total Annual Video Downloads / Borrows (Actual Annual Direct Circulation)	
F1.5 Total Annual E-Magazine Downloads / Borrows (Actual Annual Direct Circulation)	780

F2.0 Annual Programs	Totals	
F2.1 No. of programs held annually	201	
F2.2 Annual program attendance	3695	
F2.3 Program types. Please list all that apply	Number of programs	Number of attendees
Early literacy and Early learning	93	1339
Other Children's programming	28	186
Summer Reading	9	100
Homework help		
Class instruction at a library or school	41	2000
Teen programming		
Newcomer focus	1	12
Careers, job help / skills		
Business Development		
Community Development		
Technology, social media and computer literacy		
Maker space, Digital media lab, Self-publishing		
Genealogy, local history, Doors Open		
Adult learning (not covered elsewhere)		
Seniors programming		
Culture Days, poetry and story readings, art shows	1	10
First Nations Public Library Week		
First Nation Communities Read		
Indigenous language training and retention	1	35
Ontario Public Library Week / Canadian Library Month		
Book Clubs	5	8

Other	22	5
F2.4Service visits provided to residence-bound residents and people-at-risk		
F2.4.1 If you provide service visits to residence-bound people or people-at-risk (including group home, nursing homes or individual residences), please state the number of annual visits:		
F3.0 Annual Inter-Library Loan Activity "(ILLO)"	Totals	
F3.1Requests Made and Items Borrowed		
F3.1.1 No. of requests made to other libraries	160	
F3.1.2 No. of items being borrowed	231	
F3.2Requests Received and Items Lent		
F3.2.1 No. of requests received from other libraries	160	
F3.2.2 No. of items lent	231	
G1.0 Typical Week Data	Totals	
G1.1Circulation		
G1.1.1 All circulation except E-books, E-audio books, music and video	455	
G1.1.2 All circulation for E-books, E-audio books, music and video	120	
G1.1.3 Total circulation of all library materials	575	
G1.2In Library Materials Use		
G1.2.1 Total In Library Materials Use	125	
G1.3Electronic Information Resources, and Wireless Use		
G1.3.1 No. of people using library workstations	3	
G1.3.2 No. of times electronic databases are accessed by library users		
G1.3.3 No. of people using public library wireless connection	25	
G1.3.4 No. of people using Maker Spaces, Digital Media labs, Self-Publishing Centres		
G1.4Reference, Information Provision and Instruction		
G1.4.1 No. of standard reference transactions	18	
	2	

G1.4.2	No. of electronic reference transactions	
G1.4.3	No. of Reader's Advisory transactions	8
G1.4.4	No. of Information Communication Technology, software and social media support requests	1
G1.4.5	Average staff time in minutes per Information Communication Technology, software and social media support request:	15
G1.4.6	Number of times accessible material, equipment or devices are requested	
G1.5Library Visits		
G1.5.1	No. of visits to the library made in person	203
G1.5.2	No. of electronic visits to the library website	63

Comments:

RE ILL: We began lending again in 2023.
RE 'Other': Represents the number of residents participating in our Library Materials Exchange to Griffith.
Community development: Calabogie Summer Markets, Watersheds Canada outreach, Canada Day

ANNUAL SURVEY OF PUBLIC LIBRARIES – PARTNERSHIPS AND INITIATIVES

H1.1 Consortium and Co-operative Purchasing

H1.1.1 Please select from the drop down list below, types of consortia your library participates in on a regular basis. Name the consortia in the field next to selected type.

Types of Consortia	Name of Consortia
E-books	OLS/ OverDrive
Databases and Other Downloadable Services	OLS
Other Types of Consortia DVD Pool	Tweed PL
Other Types of Consortia Large Print Pool	Madoc PL LPP Pool
Other Types of Consortia	

H1.1.2 Reciprocal borrowing agreements, and policies where there are no non-resident user fees

Please list any libraries with which you have such agreements in place or briefly describe your policy:

0

H1.1.3 Accessibility Initiatives

H1.1.3.1 Accessibility-specific equipment (such as Daisy readers) that your library provides

1

H1.1.3.2 Accessibility training for staff that was delivered in the reporting year

0

H1.1.3.3 Accessibility accomplishments, for example accessibility improvements to the library, any updates to accessibility policies or procedures your library made, etc.

0

H1.1.3.4 Active library patron participation in CELA (Centre for Equitable Library Access) and / or NNELS (National Network for Equitable Library Service).

1

H1.1.3.5 Ongoing accessible collections and services that your library provides.

CELA

H1.2 Friends of the Library and Foundations

H1.2.1 Is your library associated with a Friends organization or other charitable group? ☐ Yes ☒ No

H1.2.2 If Yes, provide number of Friends organizations your public library works with.

H1.2.3 Is your library associated with a Foundation? ☐ Yes ☒ No

H1.2.4 If Yes, provide number of Foundations your public library works with.

H1.3 Social Media

H1.3.1 Does your library make use of and participate in social media? ☒ Yes ☐ No

H1.3.2 If Yes, select all that apply from the drop down list below:

Twitter

Facebook

Other Social Media

H1.4 Cultural Partnerships and activities

H1.4.1 Do you have any active cultural partnerships? ☒ Yes ☐ No

H1.4.2 If Yes, how many?

8

H1.4.3 If Yes, select partners from the drop down list below:

Community museums

Art galleries

Municipal cultural planning partnerships

Ethno-cultural and Newcomer Service Organizations

Other Cultural Partners BIAK (Bonnechere Inodewiziwin Abinodjinish Kikinamagan)

Other Cultural Partners LIP (Local Immigration Partnership)

Other Cultural Partners OV-CAOS (Ottawa Valley Community Arts Open Studio)

Other Cultural Partners Ontario Parks

Other Cultural Partners Watersheds Canada (shoreline protection)

Other Cultural Partners

H1.4.4 Please give examples of your activities in the field below (e.g. art gallery, museum or other institution as part of mandate or building etc.).

- We participate in the museum/ NAG pass lending program, and participate in the Ontario Parks pass program also.

- In 2023, we partnered with Watersheds Canada to deliver a series of workshops in out Township - we added 20 Nature Discovery backpacks to our library, and related reading materials.

- Ottawa Valley Community Arts Open Studio came to Calabogie to deliver a 'Miniature World' workshop.
- BIAK brought us indigenous stories, teachings, and music (September).
- We serve the municipal Canada Day breakfast and participate as a non-vendor in the Calabogie Summer Market.
- We promote and participate in Renfrew/ Lanark County Local Immigration Partnership events.
- One of the local halls provided space, projector, and sound equipment to host a series of community movie events.
- We receive 50 science kits monthly through Let's Talk Science-- a great resource for STEM learning!
- A volunteer has helped us coordinate author and illustrator visits for school classes.

H1.5 Education Sector Partnerships

H1.5.1 Do you have any Education Sector Partnerships? ☒ Yes ☐ No

2

H1.5.2 If Yes, how many?

H1.5.3 If Yes, select partners from the drop down list below:

School boards, including local schools and local education authorities



Other Education Sector Partners Let's Talk Science - Ottawa U. and Carleton U. - STEM le

Other Education Sector Partners

H1.5.4 Please provide highlights or examples of your library's partnerships with the Education sector:

We are currently located on the lower level of St. Joseph Separate School in Calabogie. We partner with the school to deliver reading materials home to families across the Township through what we call 'Weekend Readers' program. The school promotes library programs and vice versa.

H1.6 Significant achievements

H1.6.1 Please list any special achievements for your library in the past Survey year in the field below (e.g. updated integrated system implemented, networking, new programs provided, fundraising, new library building or renovation completed, new partnership including any not covered elsewhere in Section H, municipal cultural plan completed, other achievements etc. that have a positive impact on your community).

2023 was a big year for our library. We recognized in 2022 that our hoped-for partnership with Watersheds Canada in 2023 would mean incurring additional costs in staffing and program delivery (cross-Township-- to all 3 wards, over 1000 square kms). In co-operation with Watersheds, we were successful in securing an \$8000 grant for program materials and workshop fees. We opted to fundraise to offset the cost of program staff time, admin/ marketing, travel/ mileage, refreshments, instructional materials, etc.

H1.7 Government Services

H1.7.1 Does your library participate in federal, provincial or municipal government service partnerships? ☐ Yes ☒ No

H1.7.2 If Yes, please select any government service partnership that you participate in, from the drop down list below:



Other government Service Partnerships

H1.7.3 Please provide highlights or examples of your library's partnerships with government, including municipal, provincial, and federal governments:

H1.8Capital Projects

H1.8.1 Does your library currently have any approved capital project plans scheduled for completion in the next two years? ☐ Yes ☒ No

H1.8.2Please outline your projects in the field below. Provide year the project is planned for.

Capital Project	Year commencing	Square footage (if applicable)	Total Project Cost

H1.8.2If your library has planned but not yet funded future capital projects (beyond those planned for completion in the next two years reported in H1.8.1 and H1.8.2 above) please provide information on them. Information as available and estimates are acceptable.

Capital Project	Year commencing	Square footage (if applicable)	Total Project Cost

H1.8.3 Does your library currently have any immediate technology needs (within 2 years)? ☒ Yes ☐ No

H1.8.4Please outline your technology needs in the field below.

Technology Needs	Total Project Cost		
New children's computers/ tablets	4000		
Wifi hotspots	700		

H1.9Business and Economic Sector Partnerships

H1.9.1 Does your library have any active business and economic sector partnerships? ☐ Yes
(e.g. Chamber of Commerce, Business Improvement Area (BIA) or other)? ☒ No

H1.9.2 If Yes, please select business and economic sector partnerships from the drop down list below:

Other Business and Economic Sector Partnerships

H1.9.3Please provide highlights or examples of your library’s partnerships with the business and economic sector:

H2.0Measuring The Results of Library Services

H2.1 Please Fill In:

We measure the results of library service in terms of participation and/or usage.

Comments: