

**Date of Meeting:** February 22, 2024

**Report Number:** A11-24

**Report Subject:** February 2024 Chief Executive Officer Report

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**Recommendation:**

1. THAT the Clarington Public Library Board receive Administrative Report No. A11-24: January 2024 Chief Executive Officer Report.

**Report Overview:**

To provide the Board with information about operational highlights and key activities in January 2024.

**Highlights**

*Local History Exhibits*

January ushered in Local History Exhibits in three of our Library locations. New display cases were installed in the Courtice, Bowmanville and Newcastle libraries with the assistance of the Municipality of Clarington's Community Services staff. Each case features items and interpretive text panels telling local stories from Clarington's past. An Orono Library exhibit is planned for later in 2024.



Images: Left Bowmanville; Centre Newcastle; Right Courtice

Bowmanville's case highlights Port Darlington and shipping history, as well as a local shipwreck artifact.

Courtice's case highlights "Creating Community in Courtice" and focuses on gathering places, such as local historic churches, and includes a unique artifact relating to a community fundraising effort for a local church.

Newcastle's case highlights a local tinsmith and hardware business from Newcastle's past. A photo of Bonathan family members, as well as a few artifacts were generously loaned from the collection of the Newcastle Village and District Historical Society for inclusion in the exhibit.

#### *Ontario Library Association Superconference*

CLMA staff presented at the Ontario Library Association Superconference. Staff hosted two (2) sessions:

- I Do: A GLAMorous Marriage. The harmonization of a Library and a Museum.  
*Presented by: Monika Machacek, CEO; Jennifer Gardner, Director, Neighbourhood Services*

- Drag Queens, Librarians and Protesters, Oh My! Host High Profile Events Through Community Collaboration  
*Presented by Samantha Aitken, Manager, Marketing & Community Engagement with Durham Libraries*

#### *Warming Centre Opening*

The Region's newest warming Centre opened January 18<sup>th</sup> at the St. Paul's United Church. CLMA was actively involved with the Region and MOC in the planning for this critical overnight out of the cold shelter.

#### **Human Resources**

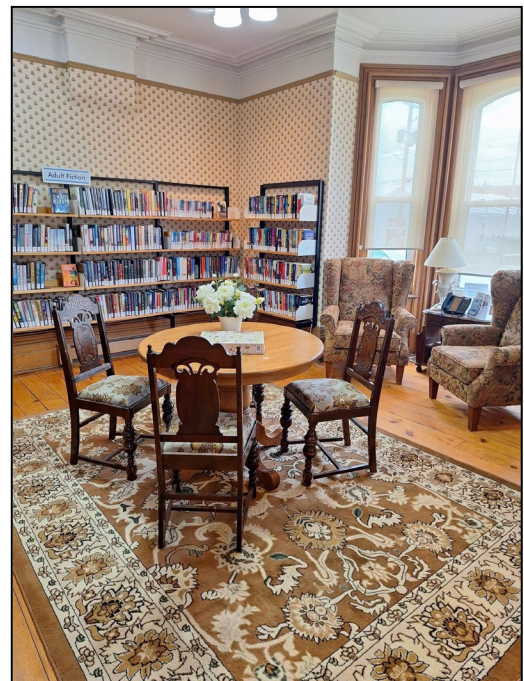
CLMA has commenced the harmonization training between the Library and Museum sites. This process will allow for team members to receive virtual and on-the-job training for either Museum or Library sites. To be considered harmonized, a staff member must complete the requisite 30 hours of training which permits them to be scheduled at Library/Museum locations.

Museum staff are receiving through the Ontario Library Service Learn HQ modules. Similar training programs were not available for Museum content, and the CLMA has contracted Amber Lloydlangston, PhD (Curator at the Regional History - Museum London and Assistant Professor at Western University teaching Introduction to Museology) to create training modules specifically for the CLMA to provide valuable Museum industry-related training to Library-team staff members. Staff have been arranged into 4 cohorts, with harmonization training occurring throughout 2024 and into 2025.

The CLMA extended De-Escalation and Homelessness training modules to the Municipality of Clarington, to assist in training their front-line employees. CLMA has successfully provided training recommendations and administered the rollout of six (6) training sessions through Niche Academy, facilitated by Ryan Down to selected front-line Community Service staff members. Due to the nature of public libraries, CLMA has been offering De-Escalation and Homelessness training to staff for many years and was able to quickly open spots to Municipal staff.

### **Orono Renovation Update**

The Orono Library Accessibility Project is wrapping up. The new accessible front entrance way is fully functional and open to the public. The Summer Kitchen and family accessible washroom construction is complete, and work has begun to fill the new shelves with books and items. New furnishings to update the heritage look have been brought in and the Children's Nook has an updated look with inviting tables and chairs. An open house/ribbon cutting ceremony to celebrate the wrap up of the project will be scheduled for April 6. A big thank you to trustee, Donald McKenzie, for offering to represent the Library Board at the ceremony.



## New Collection

CLMA has partnered with Reptilia Whitby to offer our members admission passes to their facility! Reptilia Zoo focuses on animal representation, conservation, education, and exciting guest experiences. Their facilities host over 250 species of reptiles, amphibians, and arachnids from all around the world, representing animals that cannot be found in other Canadian zoos. Each pass admits 2 adults and up to 4 children and includes access to all pavilions, exhibits, daily shows, tours, and live feedings.



## Programs and Community Partnerships

January was a busy month for programs. 114 programs were offered with over 1544 participants in attendance. Popular events included Lego Challenges, STEAM Programs and the new Adult Book Clubs delivered in three locations to help promote literacy, our collection, and social connectivity in our communities.

On January 30<sup>th</sup>, the Durham Master Gardeners delivered an inspiring seasonal garden talk at the 55+ Tea & Talk series and this event was well attended. More gardening programs will be coming soon as we get set to welcome Spring and launch our Seed Library in March.

A new community partnership includes the John Howard Society of Durham Region's Harm Reduction Workers who will provide addiction support services at the Newcastle and Courtice locations monthly. This enhanced community service complements the already established outreach in our libraries from the Region's Social Services, Durham Community Legal Services and soon to come, employment services by Durham College's Employment Outreach Resource Centre.

Coming soon to a CLMA location near you are Ukelele programs! Through the Community Senior's Grant, we have purchased 10 Ukeleles to incorporate fun, music and learning into the 55+ Tea and Talk Series and Early Literacy programs.

Image Right: Staff with Ukeleles.



## Older Adult Information and Active Living Fair

On January 17, CLMA staff attended the Municipality of Clarington's annual Older Adult Information and Active Living Fair at Garnet B Rickard Recreation Complex. The free event features a tradeshow, demonstrations, workshops and sample classes with community organizations throughout Durham Region. Staff interacted with over 250

participants to discuss upcoming older adult programming, showcase new collection items, and registered 15 new CLMA Library Card members.

### **Group Visits**

CLMA welcomed 90 participants during Group Visits to the Library locations throughout January and February. On January 15, the Orono Sparks visited the Orono Library for a tour and storytime visit. On January 17, a Grade 2 class from Central Public School visited the Bowmanville Library to discover what you can borrow with a CLMA Library Card. On February 6, a Grade 6 class from Duke of Cambridge Public School visited the Bowmanville Library for a tour and to discover new ways to enhance their classroom's book talks. On February 7, a Grade 1/2 class from Central Public School visited the Bowmanville Library for a tour and storytime. During the visits, 31 students were registered for Library Cards.

### **Outreach Visits**

On January 10, CLMA staff facilitated a storytime visit with 23 preschoolers in the Casa program at Four Winds Montessori School in Bowmanville. Throughout January and February, CLMA staff conducted 7 Good Neighbours visits to Bowmanville Creek Retirement Residence, White Cliffe Terrace Retirement Residence, Seasons Retirement Community, Glen Hill Strathaven, and Community Care Durham's Adult Day Program.

### **Information Technology**

CLMA has purchased 6 new LEGO® Education SPIKE™ Prime Sets. These new Lego sets are to replace the previous Lego Mindstorms kits. There is a 4-week program being run at the Bowmanville Library for youth to participate in. The first session was hosted on February 7th in the Mezzanine room.

Cyber security – Q1 training has been rolled out to all staff. This training focuses on ransomware fundamentals and provides information on how ransomware typically impacts an organization as well as how ransomware groups operate on the internet.

### **Chief Executive Officer Notable Events and Meetings**

<b>Date</b>	<b>Event</b>
<b>January 8</b>	MOC Meeting – Warming Centre in Clarington Waverley Place Discussion
<b>January 9</b>	CULC Meeting SLT Weekly Meeting
<b>January 10</b>	Financial Migration Meeting
<b>January 12</b>	Courtice History Planning with Courtice Rotary Club

<b>January 15</b>	Waverley Place Tour with Mayor Foster
<b>January 16</b>	SLT Weekly Meeting
<b>January 22</b>	MOC Meeting – Warming Centre in Clarington Joint Committees Meeting
<b>January 24 - 26</b>	OLA Library Conference

Report Submitted by:  
Monika Machacek, Chief Executive Officer  
February 22, 2024