



**STIRLING-RAWDON
PUBLIC LIBRARY**

2020 ANNUAL REPORT

CREATED BY JAYE BANNON, CEO

"Welcome to the Stirling-Rawdon Library's 2020 Annual Report. For the Library, as for the whole world, 2020 has been dominated by the Covid-19 pandemic. As Chair of the Library Board, I am immensely proud of the Library and the way the staff have responded to the challenges the pandemic has presented. The staff, under Jaye Bannon's leadership continue to do an amazing job in truly difficult circumstances. I hope you enjoy the report!" -Andrew Marre, Board Chair

"2020 has been a year like no other at the Stirling-Rawdon Public Library. While we faced many challenges brought on by the global COVID-19 pandemic, we were also keenly aware of our continued importance in the community; the patience, respect and understanding of our patrons; and the creativeness and ingenuity of our staff to continue to provide as many services as possible through the uncertainties of restrictions and lockdowns"-Jaye Bannon, CEO

MISSION

The mission statement of the Stirling-Rawdon Public Library is to serve the community of Stirling and area, by providing access to resources and programs for personal, educational, recreational and cultural enrichment, as well as cooperating with other organizations serving such aims.

VISION

The Stirling-Rawdon Public Library is a leader in celebrating reading and transforming lives through knowledge and information. The Library provides accessible services through current technology and contemporary facilities. The Library is a recognized contributor to the high quality of life in the community through exceptional services and valued partnerships.

STATEMENT OF VALUES

- **Creativity, imagination and curiosity: encouraging the joy of reading and life-long learning.**
- **Equity: ensuring accessibility and fairness, to recognize diversity in serving all individuals.**
- **Intellectual Freedom: guaranteeing and facilitating access to all expressions of knowledge and intellectual activity.**
- **Patron Service: ensuring high quality and excellence in responding to the needs of our patrons.**
- **Teamwork: fostering a work culture that advocates cooperation, communication, respect and training.**

Our Staff

CEO-Jaye Bannon

Assistant Librarian-Theresa Brennan

Children's Librarian & Programming Coordinator-
Haley Letch

Student Assistant-Kai Evoy

Casual Relief-Leslie Green



Goodbyes & Welcomes

This year, we were sorry to see Pearl Stone leave our library family after eleven years as our Casual Relief Desk Assistant. We will miss her generous spirit, incredible work ethic and genuinely helpful ways.

Leslie Green was hired as our new Casual Relief Desk Assistant and although she didn't have an opportunity to work many shifts before the final lockdown in 2020, we are certain that she will be a wonderful addition to our staff.

2020 In a Nutshell

The Stirling-Rawdon Public Library experienced a year like no other in 2020. Along with the rest of the world, the library spent the majority of the year, from mid March until the end of December, managing the unforeseen obstacles that a global pandemic brings. During the first Province-wide lockdown from mid March until the end of May, the library was forced to close to the public, cancel all programs and put a halt to all services offered. Staff took the opportunity during this unusually quiet period to complete big tasks such as rearranging the children's department shelving, painting the kitchen, reorganizing the Local History department, inventory of our collection and preparing items to be included on our Local History site, Stirling-Rawdon: Past & Present. Staff and patrons were thrilled when curbside service began at the end of May. Patrons were able to order items through their online account or by contacting library staff directly and items were later picked up through a no-contact method outside. New policies were put in place including the requirement to quarantine returned items for at least 72 hours. At the end of June, our area entered into a new phase and patrons were permitted into the library to pick up their reserved items at the desk and to use the limited computers available, however the book stacks remained closed and loitering was discouraged. With patrons back inside the library building, frequent and thorough sanitization was performed and a record of all patrons entering was kept as per the Health Unit's guidelines. Towards the end of July, Phase 3 began which gave patrons the opportunity to finally have access to browse the stacks. Craft kits were put together in place of our regular summer programs and patrons were able to bring activities home to complete instead. This phase continued for the remainder of the year until the finale lockdown of 2020 was ordered on December 26th.

We are hopeful that all the ups and downs, the openings and closures, the mandatory new policies and procedures, the concerns and the uncertainties are behind us and that "library life" as we know it starts to return to normal in 2021.

Our Volunteers



As always, we are beyond grateful for all the assistance we received from our loyal volunteers during the times that we were open through the course of the year. Sarah and Yvonne in the Art Gallery, John and Phil in the Local History Department, Jackie in the Adult Departmentt, Andre who runs Art Club. and Sharon who volunteers with the Stirling Horticultural Society and kept our gardens looking beautiful all summer long.

Although not a volunteer, we'd like to thank our custodian Kathy who had a heavier workload than usual here keeping all our areas sanitized for the health and safety of staff and patrons.



Our Library Board

Chair- Andrew Marre

Vice Chair- Theresa O'Heir

Council Representative- Grant Hagerman

Council Representative- Sari Watson

Miranda DeJong

Kellie Demarsh

Dj Sproat



The Stirling-Rawdon Public Library was fortunate to have such a well managed Library Board in 2020 to oversee and govern the affairs of the library. The Board members always work collaboratively and respectfully with the CEO; the council; and each other, allowing meetings, and essentially the library, to run efficiently and productively. Board members adapted well to virtual meetings through Zoom this year when restrictions prevented them from meeting in person.

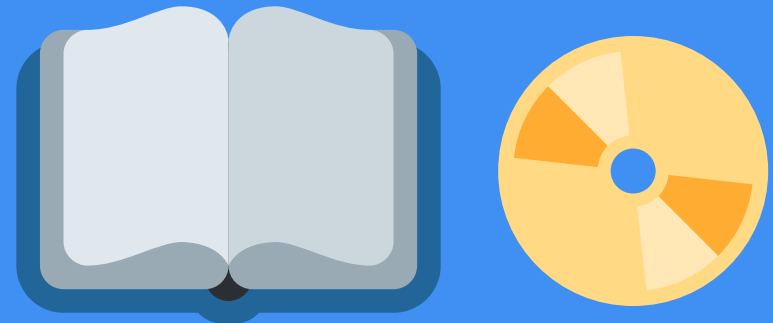
In the summer of 2020, board member Melissa Jolicoeur stepped down as she was relocating outside of the Municipality. We appreciate the commitment and attention that Melissa offered to our Library Board over the last few years. In her place, Council appointed Dj Sproat who has been a loyal patron of the library's and an active participant in many of the library's activities over the years.

2020 Programming

Programming for patrons of all ages got off to a very good start in 2020 with great participation at several activities through January, February and the first part of March. Programs such as the Literacy Day Scavenger Hunt, a P.A. Day Literacy Luau, Ask a Professional series, a Self Defense class, a Cook & Tell Pie Extravaganza and our regular programs such as Lego Club, Book Club and Art Club brought people together to learn, create and socialize. When the pandemic hit and the library had to close its doors for months at a time and we were restricted from hosting in-house programs for the remainder of 2020, our Programming Coordinator, Haley, had to recreate the format of our programming. Haley did an incredible job of keeping our patrons engaged online by posting tutorial videos, story times, and interactive social media posts. She put together some incredible "Take and Make" craft kits throughout the year which allowed our crafters to pick up their kits at the library to put together at home. She posted scavenger hunts on our library windows for families to participate in on their own time throughout the neighborhood and continued to offer 'class visits' over Zoom with the grade 2 students at the Stirling Public School.

We genuinely missed the hustle and bustle and chatter the programs typically brought to our library but we were certainly fortunate to have a Programming Coordinator who effectively worked with what she had, and patrons who were happy to make the most of what we could offer.

2020 Statistics



15425
**Library Items
Borrowed**



979
Cardholders

921
**ILL books
Borrowed**



1207
Internet/Wifi uses



68 Programs Held
901 Participants



5950
**e-books &
audio books
Borrowed**

2020 Fundraising, Donations & Special Purchases



We are always incredibly grateful for ALL the donations we receive from our patrons and local service groups.

In the spring and summer of 2020 we received *hundreds* of book donations. Once patrons were permitted back inside the library building we held an ongoing booksale from July-December and raised over \$900.00.

In July 2020, a new HVAC system was installed with funding providing by the Municipality as a capital project. The new furnace(s) replaced the older, inefficient units that existed and improved the quality of the cooling and heating in all areas of the library.

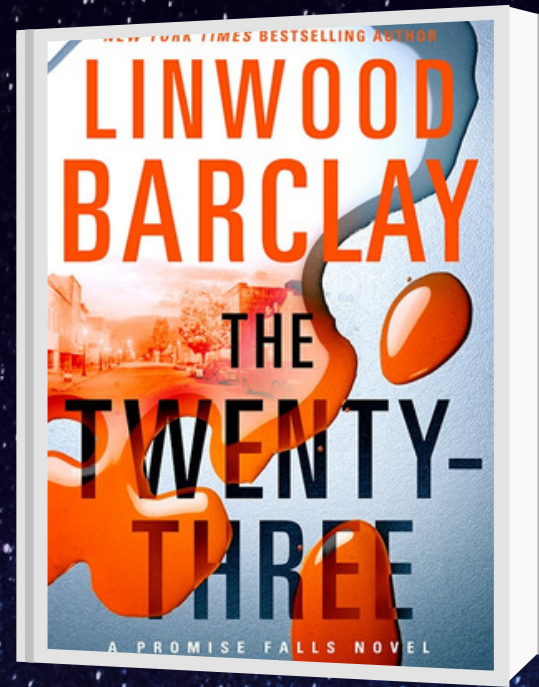
A very generous patron and skilled glass artist offered to supply the library with beautiful bookmarks to sell as a fundraiser from Ontario Library Month in October until after the Christmas holidays in December. A total of \$450.00 was raised and shelving was purchased with the funds for our monthly themed book displays.

The Stirling Rotary Club of Stirling kindly made a financial donation to the library which was used to acquire a second Talking Book Player to be used in conjunction with audio books supplied by the Centre of Equitable Library Access. Also with funds previously donated by the Rotary Club and held in reserve, the library added a fax function to the photocopier machine allowing us to offer much faster and more reliable faxing services to our patrons.

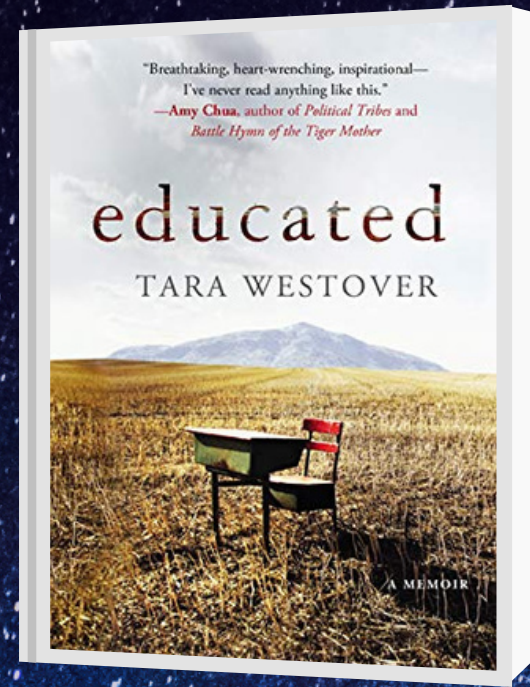
With a single, very generous donation from a patron of ours, items were purchased for the Children's Department including a large, bright reading rug and a tiered book display shelf.

Again, we sincerely appreciate every donation we received through the year in every form and amount.

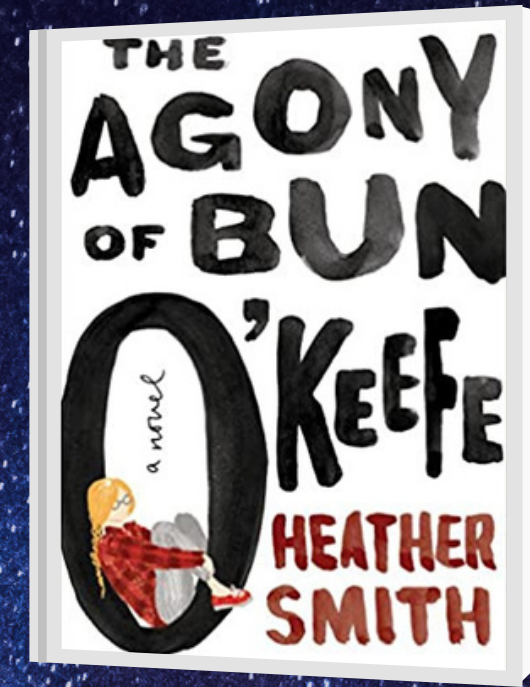
TOP LOANS OF 2020



Adult Fiction



Adult Non Fiction



Young Adult Fiction



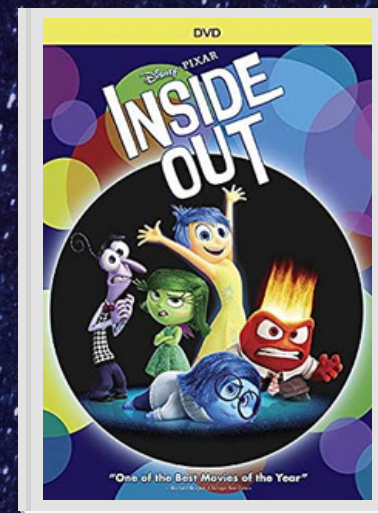
Magazine



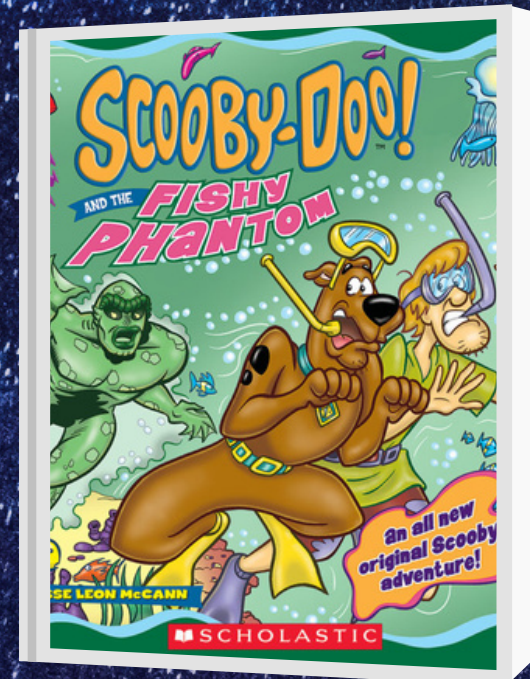
DVD



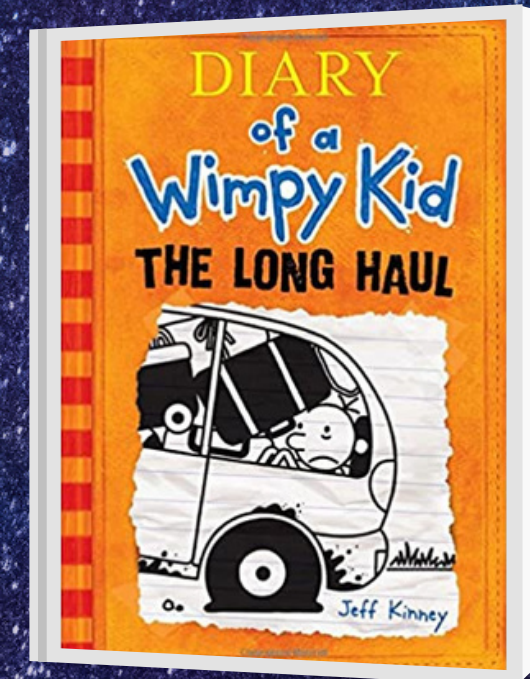
TV Series DVD



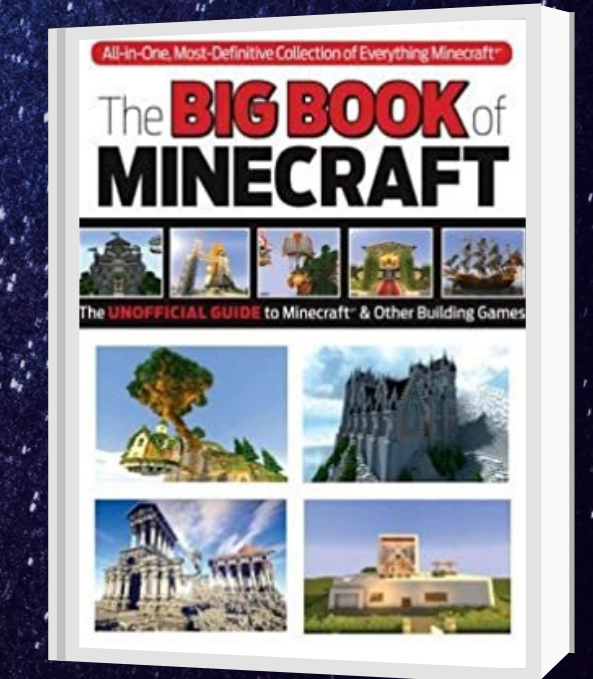
Children's
DVD



Children's
Picture Book



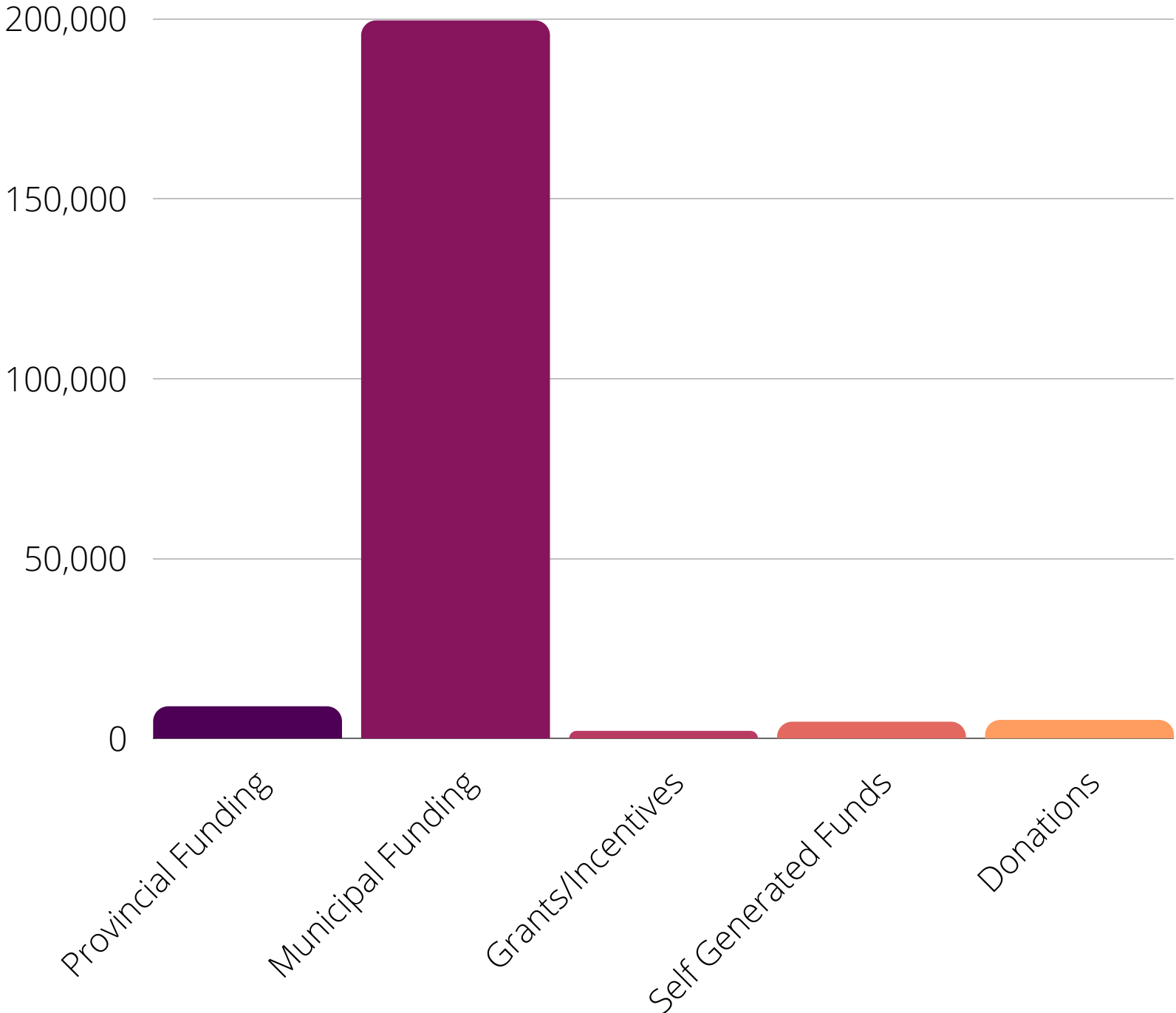
Children's
Fiction



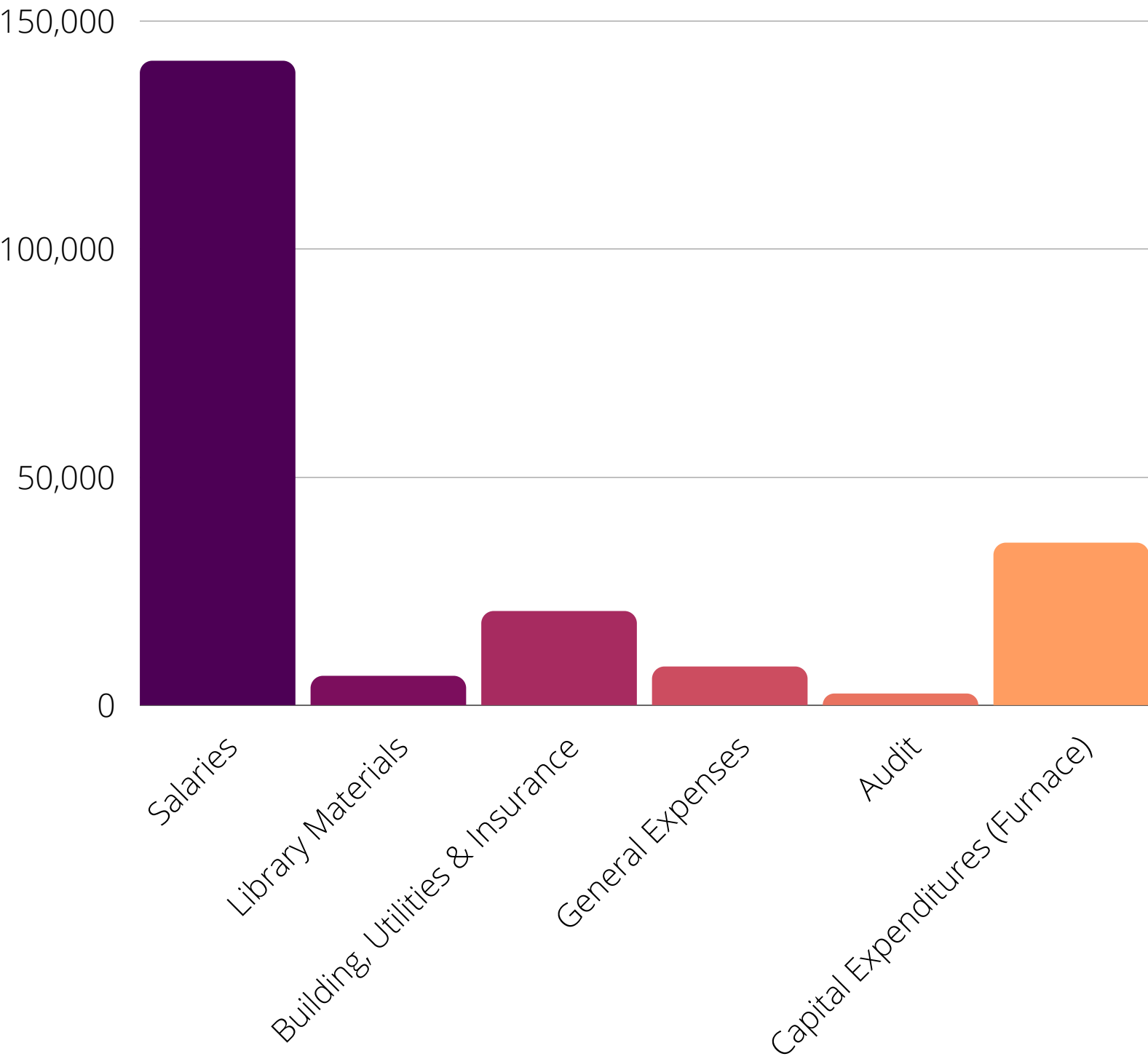
Children's Non
Fiction

2020 (unaudited) Revenues and Expenditures

REVENUES



EXPENDITURES



Partners



While COVID-19 and library closures did put some strains on the Stirling Musical Instrument Lending Library the relatively new organization did continue to operate, attract new patrons and loan instruments when the guidelines allowed. Throughout 2020, MILL personnel were also able to work on plans to establish a 'distant loans' program with neighbouring libraries, allowing these libraries to house and loan instruments from the MILL's collection. A lot of effort has also been put into applying for grants to enhance the collection and the services that the MILL provides. We look forward to continue to partner and work alongside the MILL and help promote the incredible opportunities the MILL has to offer.



Although there was a brief pause in services provided by the CDC-Quinte when the initial lockdown occurred in March 2020, we were happy to continue to help facilitate the Good Food Box and the Good Baby Box programs for the remainder of the year. The Good Food Market was held for the first time at the Stirling Library in February 2020 and was a tremendous success with essentially all the produce selling out long before anticipated. Due to COVID-19, in April 2020 the Good Food Market was combined with the Good Food Box program and all programs were altered slightly to ensure that proper protocols were being followed. Produce was packed in paper bags, curbside pickup moved to the Stirling Arena, and touch-free debit was offered as a payment method. Through the course of the year, 94 GFB and 16 GBB orders were placed.



For the third consecutive year, the library has had the opportunity to offer parking passes to our patrons provided by the Quinte Conservation Authority. Patrons of the Stirling Library are able to borrow a parking pass for a one week period to several of the beautiful conservation areas throughout Hastings and Prince Edward Counties at no cost.