



Date: February 5, 2025
To: Port Colborne Public Library Board
From: Rachel Tkachuk, Chief Executive Officer
Subject: CEO's Report

Recommendation

That the Port Colborne Public Library Board receive the CEO's Report, for information.

1. Memorandum of Understanding

City Council approved the Memorandum of Understanding (MOU) at the meeting of January 28, 2025.

The CEO provided a brief update at the meeting, noting a presentation on the Port Colborne Public Library's Community Connect initiative scheduled for January 30, 2025, at the Ontario Library Association Superconference. Council was reminded of the Port Colborne Public Library's nomination for the Minister's Award for Innovation related to the Touch-a-Truck Book, with the Ontario Public Library Service awards ceremony to be held at a Gala during the Superconference.

2. Capital Projects

- Roof Replacement Project – The Facilities Team and the roofing contractor conducted the final inspection on January 16, 2025. Drywall repairs in several areas of the library are scheduled for February.
- Existing Stairwell Replacement – This project is ongoing and awaiting a quote from the flooring contractor.

3. Community Volunteer Income Tax Program (CVITP)

The Community Volunteer Income Tax Program (CVITP) is a program offered by the Canada Revenue Agency (CRA) to assist individuals with modest incomes and simple tax situations in filing their income tax returns at no charge. Port Colborne Public Library has registered as a host organization for the 2024 income tax year. Library staff will coordinate with a CVITP volunteer to coordinate several clinic dates throughout March and April 2025.

4. City Partnerships and Opportunities

- City of Port Colborne's Easter at Vale
The Library will be popping up at the City of Port Colborne's Easter event at Vale on April 19, 2025. This will be the first time that the library is participating in this event, and library staff will provide a family-friendly craft activity.
- Future of Healthcare in Port Colborne Surveys
The City is collecting feedback on Niagara Health's Port Colborne site. A community survey was released by the City on January 30, 2025, and will remain open until April 30, 2025. Residents are being encouraged by the City to provide their feedback by February 21, 2025.

Copies of the survey have been distributed to various locations across Port Colborne, including a station set up at the library. Members of the public will be able to complete the survey on public library computer workstations. Information about the survey has been added to the library social media accounts and on the King St. digital sign.

5. Community Connect Partnerships

The following new Community Connect partners events are in the process of being planned:

- Elections Ontario
In February, representatives from Elections Ontario will be offering community presentations (virtual and in-person) and will set up a Community Ambassador table at the library to promote voter registration, provide information, and to provide support to Ontarians who experience barriers to voting.
- Niagara Transit - Port Colborne Community Engagement
As part of their Master Plan Project, Niagara Transit will host a series of community information sessions across the Niagara Region. These public engagement sessions are being offered as an opportunity for the community to provide their input. The Niagara Transit will be onsite on February 6, 2025, from 9:30 – 2 p.m.

Residents are also being encouraged by Niagara Transit to provide their

feedback before Feb. 14, 2025, by participating in the Exploring Possibilities Survey, available online at www.NRTransit.ca

- Canadian Association of Tourism Employees – Niagara Region Community Job Fair & Courses Sign Up
A job fair is in the process of being planned for late winter or early spring.
- Start Me Up Niagara's Mobile Closet
The Mobile Closet is a mobile service that provides free, seasonally appropriate new/gently used clothing and other daily necessities to the unsheltered and low-income population in the Niagara Region. A free outdoor shopping experience is in the process of being planned.

6. 610 CKTB Radio Interview

On January 22, 2025, the CEO was interviewed by Steph Vivier of 610 CKTB about the Erwin Taylor Charitable Foundation's donation to the library, and the expansion of the Library of Things collection.

7. Evergreen ILS Upgrade

On February 26, 2025, the Evergreen ILS System is being upgraded to 3.14.2. The LiNC IT Working Group is working with the service provider Equinox to minimize disruptions to library service.

8. Frontier Life

Frontier Life is a digital archive that provides access to primary source documents and records detailing the experiences and struggles of settlers, pioneers, and Indigenous peoples on various frontiers worldwide from the 17th to the early 20th centuries. It offers a collection of letters, diaries, maps, photographs, and government documents that highlight the cultural, social, and economic dynamics of frontier life.

Access to Frontier Life is being added to the library's e-resources page thanks to a free subscription from the vendor.

9. Annual Survey of Public Libraries

The Ministry of Tourism, Gaming and Culture has advised that the Annual Survey of Public Libraries is now open. The deadline to complete the survey is April 30, 2025.

10. Ontario Library Association (OLA) Superconference, January 29 to January 31, 2025

- A presentation entitled “**Community Connect: An Approach to Creating Effective Library Partnerships with Local Support Agencies**” was presented by the CEO at the OLA Superconference on January 30, 2025.

The Community Connect is an initiative unique to the Port Colborne Public Library. Since it was implemented in spring of 2023, Port Colborne has integrated resources and services with over 20 community support groups and has added over 130 additional programs to the library schedule as a result.

- The CEO attended several conference sessions, including:
 - *Learning Hard Truths: Building a Bridge to Reconciliation One Book at a Time*, Shannon McGrady
 - *Dollars and Stories, Leveraging the Social Return on Investment to Public Libraries*, Jesse Roberts, Steven Kraus & Sean Meades
 - *Ever-Changing Landscape of Being a CEO—What Keeps Us Going and What Keeps us Up at Night*, Asa Kachan, Sonia Bebbington, Shonda Jessup, Vickery Bowles, Jeff Barber, Margie Singleton & Lita Barrie
- The Ontario Public Library Service Awards were presented at the Gala Ceremony during the OLA Superconference on January 30, 2025. The Port Colborne Public Library was the recipient of the Minister’s Award for Innovation for the Touch-a-Truck Book written and illustrated by the Children of Port Colborne in the Small Libraries category.

Respectfully submitted,



Rachel Tkachuk
Chief Executive Officer