

Workshop/Conference/Training Session Report

Date(s) of Event: January 31st – February 2nd

Topic: Super Conference

Group that Facilitated or Organized Event: OLA (Ontario Library Association)

Location: Metro Toronto Convention Center

Registration Fee: \$265.00 discount of 34% for speaking and other speakers were free the day of our speaking.

Travelling Costs: \$67.80

Accommodation: aprox. 484.88 (shared accommodations with 3 other librarians)

Session Information: Redesign your library on a shoestring

What worked

- Everyone was part of the planning
- Scheduling chart for the move was a must
- Professionals are worth the money
- Weeding at once
- Had pop up library while they were closed
- Trillium Application
- Liquidating "stuff"

What didn't

- Shelving parts
- It takes time, more than you think.
- Front desk wall like we have
- Understanding contractors
- Back ordered desk
- Electrical costs
- May-Dec was barely long enough

What cost \$

- New circ desk
- Wiring
- Carpet repair
- Windows and doors

No money?

- Donated consults by a library supplier
- Rearrange
- Volunteer staff and community time

What we learned

- Take time in planning...floor plans and be sure to have staff buy in.
- Budget for surprises
- Thank your volunteers
- Vol health and safety
- Label everything
- Stop, close and just do it
- Use local resource
- Bottom shelves on an angle
- Return bin helps with desk congestion
- Painted...municipal money

Take Aways

- We need to apply for grants
- Time needs to be allocated for oversight of the project
- Get community input
- Use local resources

From Tombstone to Discovery – Library redesign

Who: Niagara on the Lake....oldest circ library in Ontario 1800
Fundraising committee

What: New carpet became a redesign of library

- Canada150 grant because there was a plan in place
- Council reps were very supportive
- 1st library to receive a Canada 150 grant
- Also applied for a trillium
- Needs assessment
- Surveys, focus groups
- Used college and university students to run surveys

How: Toured other libraries, weeded heavily, suspended ILL, spring cleaning, temp location

Take aways:

- Vid documentation of before, during and after
- Quotes, working with contractors, and supervision of volunteers takes staff TIME
- Weeding works
- Displays really work-think like retail
- Makerspaces are very important
- Launch new spaces
- Create "areas" with furniture
- Bookshelf Thermometer for fundraising

Volunteering and community engagement

Who: Presented by a volunteer co-ordinator

What: focus on Student volunteers, Teen library council
Senior library council who run a Visiting Library Service.

Take aways:

- Recruiting in the schools
- Check out their forms!!
- Parents and students trained
- volunteer only events
- Always say Thank you
- Keep a diary as people visit.
After the session
- Spoke to a library with...depot branch service
- Wrapped books with name on it

Turning outward community

What: Focus on deep listening for community engagement

Hands on session

- Look outward
- Be mindful
- Lean on community knowledge
- Ask often
- Deep listening session
- Ask where interests intersect
- Be out in the community

Succession planning

Why: Stuff happens

How: Building a culture of planning, communicate with staff

- Plan for staff change....not just retirement
- Develop a qualified pool
- Help employees
- Timely transfer
- Create "employer of choice"

Challenges

Size of the library

No budget

No cookie cutter solution

No formal plans lead to confusion

Take aways: Plan for staff changes, build a culture of planning, realize there are no cookie cutter solutions, be creative and flexible but have a plan.

Library space use study: what we learned

What: Detailed studies at Brampton Library

How: patrons were interviewed by staff one at a time regarding furniture placement, comfort, feelings of welcome, staff friendliness

Take Aways: Keep talking to the patrons and volunteers, use their ideas. Find more ways to engage board and users.

Film Makerspace

What: Listing of equipment needed

How: Grant funding

Consider buy time....August and boxing week for tech supplies

Consider: Short and long term uses with all age groups

Take Aways: Many practical notes about running a program like this

Also Visited: Vendor Expo to talk with vendors, Community Expo, and networking events

Overall Notes:

- We are a model of what a "Community Led Library" acts like
- Our focus on people and community is excellent
- We should go forward with grant applications that will allow us to better serve our community with comfort, space and creative library offerings
- Staff time is desperately needed to do this
- Going out to the community is important and we are on track with this.
- Other small rural libraries are looking to us
- Creative solutions are going to help us reach our goals
- Staff time needs to be built in to all further projects and a retrospective look at hours and responsibilities would be supportive.
- DDPL has come a long way and everyone council, board, volunteers and staff should be congratulated.