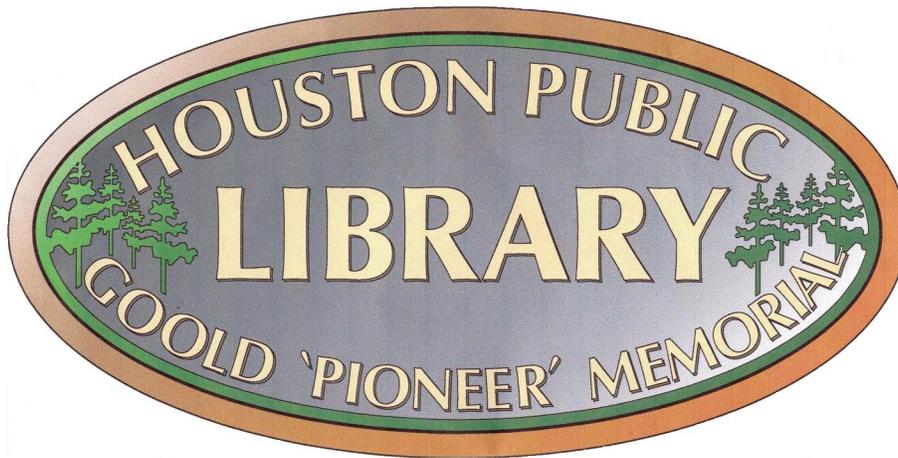


Annual Report 2013



"A community place!"

**Houston Public Library
3150 - 14th Street
Box 840
Houston, B.C.
V0J 1Z0**

Chair Person's Address

Another year has quickly past! This past year has been another busy year again for the Houston Public Library. Toni and the staff and volunteers have made the library a wonderful place to come to. You all are so helpful and always have a ready smile on your faces and always ready to be helpful! Thank you so much for your dedication and hard work, it is greatly appreciated!

There are so many programs always going on at the library! Our library is a hub of activity! Some of the wonderful programs are the Lego program which is a really neat program, also the guitar lessons seem to be a hit as well. Those are just a couple of the many programs going on at the library, I suggest if you want to know more to go ask one of our knowledgeable staff members, I am sure there is a program for everyone here no matter what age! Our staff members are always ready to suggest a book to read or point you in any direction. There is always many ideas brewing at our wonderful library, just stop in and ask what new and exciting things are happening here!

This has been my last year as chair and also as a board member and I would like to thank each and everyone of you for all the support you have given me also for teaching me many new things. You all have been very patient with me and I thank you for that! This has been a wonderful learning experience for me. I would also like to thank Toni, the staff and the volunteers for all the hard work and effort they do for our library, you make the library run so smoothly and effortlessly. Without all of you our library would not be what it is today! There are so many wonderful ideas that flow from the staff room. I also want to thank the board for their time and dedication to the library, I greatly appreciate all your time and effort and great ideas. Thank you all so much for all your support!

Respectfully submitted by

Natasha Tenbrinke, Chair

2013 Library Board

Chair	Natasha Tenbrinke
Vice Chair	Natasha Brien
Treasurer	Sue Jones
Trustee	Dee McRae
Trustee	Henrietta McEwen
Trustee	Colleen Johnston
Council Rep.	Dawn Potvin

2013 Staff

Chief Librarian	Toni McKilligan
Assistant Librarian	Sara Lewis
Circulation Clerk	Laura St. John
Circulation Clerk	Marlee Johnson
Program Coordinator	Marlee Johnson
SRC Directors	Jessica VanderHeide
Volunteers	Evelyn Jaarsma
	Kathy Poirier
	Rowan VandenHeuvel

**Statement of Revenue and Expenditure
December 31, 2012**

Revenue	2012	2013
District of Houston	\$105,500	105,500
Province of BC	12,147	12,147
Front Desk Income	3,662	6,062
Fundraising	2,165	1,690
Donations	2,575	3,356
Bank Interest	3,876	1,097
BC OneCard Grant	7,400	7,400
Resource Sharing Grant	2,117	1,635
Other Income	2,685	2,458
<u>Targeted Grant Income</u>	<u>41,559</u>	<u>16,848</u>

182,106 158,193

Expenses

Accounting	1,174	1,409
Acquisitions	13,668	15,890
Advertising and Promotion	66	59
Equipment	8,460	7,474
Grant Expenses	20,058	17,639
Insurance	1,955	1,950
Memberships	824	941
Operating Expenses	10,127	6,149
Repairs and Maintenance	4,408	4,755
Staff Training	1,230	1,725
Telephone	2,136	2,057
Utilities	5,368	7,050
NCLF		
<u>Wages and Employee Benefits</u>	<u>90,943</u>	<u>93,865</u>
	162,638	159,490

Excess of Revenues Over Expenses	19,468	1,297
Net Assets, beginning of year	94,985	114,452
<u>Net Assets, end of year</u>	<u>\$114,453</u>	<u>\$113,155</u>

Statistics

Collection	2012	2013
Total Catalogued	21,510	18997

Circulation

Adult	17648	15,689
Juvenile	6,441	5,036
<u>Audio-Visual</u>	<u>2,879</u>	<u>2,229</u>
	26,968	22,954,

Registered Borrowers

New	137	175
Current	1,759	1,882

Interlibrary Loans

Borrowed	871	838
Loaned	767	825

Public Computer Use

3,775 5,250

Adult Programs

Sessions	93	47
Attendance	661	645

Children's Programs

Sessions	81	72
Attendance	783	1089

*"These are not books, lumps of lifeless paper,
but minds alive on the shelves."*

Gilbert Highet

Librarian's Report

Another fantastic year has flown by. The Houston Public Library Association is now in its 50th year, having served the community for nearly five decades and getting better all the time.

Much of HPL's success is due to the many partnerships we enjoy with provincial, regional and local organizations. Houston Link to Learning continues to be a valuable local partner, providing financial support for our Internet fees and joining us to make events like Norden the Magician and The Teddy Bear Picnic realities for our community. The NCLF subsidized our databases, allowing us to introduce Freegal Music and maintain Zinio Magazines, and enhanced our continuing education training with an eight-session Marketing webinar. Our memberships with BCLA, BCLTA, the Houston & District Chamber of Commerce and the BC Libraries Cooperative (BCLC) kept us informed, advocated on our behalf and worked hard to make our experience as a public library as positive as possible. The District of Houston, did a fabulous job of maintaining the facility and grounds throughout the year and were quick to respond when part of the floor in the main library rotted out due to poor ventilation of the furnaces.

But we are nothing without the amazing staff and wonderful volunteers who bring so much energy and creativity to the library. Many thanks to Sara, Laura, Marlee, Evelyn, Kathy, Rowan, all the board members and all the other volunteers that make HPL the best little library in the world.

Interlibrary Connect moved passed the pilot phase and into full swing in 2013. Six of the seven public libraries in the federation participated in Interlibrary Connect last year. (Hazelton PL will be coming on board this year.) As well, I assisted the North East and Kootenay Library Federations in making it part of their daily Inter-library Loan routines. We are now discussing the next step in Interlibrary Connect evolution: joining all three federations sometime in 2014.

I took on the role of Chair for the Sitka Business Function Group in December and am now working closely with the BCLC and Sitka to represent the Sitka membership in this capacity. What an exciting adventure it is proving to be. In the spirit of collaboration and cooperation, I am honoured to have the opportunity to help lead this group in further developing and promoting the Evergreen ILS.

It is also my great pleasure to announce the development of the K9 Classification system that we are now implementing for HPL. Last year Sara and I began work on a patron-friendly classification system where the non-fiction books will be organized more like a book store. In place of the Dewey Decimal System, K9 is a colour-coded, four-digit numbering system that uses broad topics and keeps them all together. For example, travel guides will be in one place instead of being classified by country. We anticipate that the re-classification of the adult non-fiction section will be complete by the end of May. The juvenile non-fiction section will follow over the summer months.

And finally, in 2013 HPL developed and implemented an official Succession Plan, which was created as a result of training sponsored by the NCLF in February. The Succession Plan is a living document that outlines specific procedures for ensuring a smooth transition when a position at the library becomes vacant for any reason. It covers cross-training for staff members and provides a matrix for board members that tracks each Trustee's term to help ensure that the board remains strong as Trustees come and go. Karen Harrison-Dyck, the facilitator for the training, now uses the HPL Succession Plan as an example in her training sessions and in a major article she wrote on Succession Planning for libraries.

Respectfully submitted by

Toni McKilligan