



Annual General Meeting Agenda

Tuesday, April 16, 2024

4:30 pm – Budimir Branch – 1310 Grand Marais Rd W

1. Call to Order

Reading of Land Acknowledgment

We [I] acknowledge that the land on which we gather is the traditional territory of the Three Fires Confederacy of First Nations, which includes the Ojibwa, the Odawa, and the Potawatomi. The Windsor Public Library honours all First Nations, Inuit and Métis peoples and their valuable past and present contributions to this land.

2. Presentations/Delegations

WPL Digital Branch Video Presentation

3. Windsor Public Library Annual 2023 Report

4. Adjournment

2023

**ANNUAL
REPORT**

W  **NDSOR**

PUBLIC LIBRARY Read Learn Discover

Our Year	2023 Highlights	Top Five	Quick Facts	Customer Use Index	Just the Figures	WPL Board & Administration
----------	-----------------	----------	-------------	--------------------	------------------	----------------------------

WINDSOR PUBLIC LIBRARY IS ENGAGING THE COMMUNITY

The first full year post-pandemic was a successful one for WPL. Most notably, statistics show that our programming was a huge hit in 2023 and well-received by a public that was clearly eager to return to in-person events offered at all of our locations. In addition, our outreach efforts have proven popular as we continue to reach out to our community. Whether it was hosting movie nights or the unique “Library Gets Loud” series, we took the Library out to where our users are. Other statistics that trended positively for WPL in 2023 were public computer use, memberships and circulation.

One very significant event of 2023 occurred in July when WPL entered into an agreement with Postmedia Network Inc. to transfer ownership of the Windsor Star Archive, which contains hundreds of thousands of photos, clippings, and other records that capture and document more than a century of the city and region’s past. Though it may seem a daunting task, it is now our challenge at WPL to catalogue, preserve and ensure the information is available through our public library system so everyone can discover this treasure trove of local history for generations to come.

Even as we focus our efforts digitally, through our e-resources of books, movies, magazines, news, and more, our established bricks and mortar facilities continue to be well maintained and upgraded regularly. Many of our WPL branches saw upgrades to landscaping, enhanced lighting, added accessibility features, and the installation of new public water fountain/bottle filling stations. The sale of the Paul Martin Building at year’s end started the clock on the relocation of the Central Branch to a permanent home within 4-6 years, and a feasibility study for a Ward 9 Branch is underway.

2023 had some challenges and involved a noteworthy amount of change in the area of leadership, policies and procedures. In reflection, it was a successful year of creativity, growth, and engagement, which has set the stage for 2024 as the Windsor Public Library continues to build relationships throughout the community that lead to creative partnerships stimulating a diverse array of people to utilize our resources and visit our spaces.

WINDSOR PUBLIC LIBRARY IS STRONGER BECAUSE OF OUR COMMITMENT TO OUR COMMUNITY PARTNERS.

IN 2023 WE PARTNERED WITH:

- Ontario Government/Ontario Parks Lending Program
- Letters to Elders Program
- Girl Up Windsor on gender equality
- Polonia Centre
- Downtown Windsor BIA
- Art Windsor Essex
- Downtown Farmers’ Market
- St. Clair College
- ProsperUs/United Way Windsor - Essex County
- Essex County Public Library
- Sandwich BIA
- Museum Windsor

Our Year	2023 Highlights	Top Five	Quick Facts	Customer Use Index	Just the Figures	WPL Board & Administration
----------	-----------------	----------	-------------	--------------------	------------------	----------------------------

2023 HIGHLIGHTS

WARD 9 POP-UPS



In response to a demand for library services in the south east part of the City, WPL set up a series of eight library Pop Ups in Ward 9 parks throughout summer and early fall. Over 350 visitors to Captain John Wilson and Walker Homesite Parks came by to charge their devices, access Wi-Fi, make library cards, check out/return items, get crafty, have fun with our bubble machine or play an outdoor game....all for free! WPL staff are always eager to get out in the community to promote our wide array of library services.

MOVIE NIGHT - HOCUS POCUS



On Friday, October 13th, WPL wrapped up its successful 2023 Outdoor Movie Night series with a special screening of the Halloween favourite, Hocus Pocus at Forest Glade Optimist Park. In a first for WPL, we were delighted to be joined by one of the stars of the movie, Larry Bagby. Larry, who played beloved bully Ernie 'Ice' in the movie, hosted a meet and greet for moviegoers. Excited fans were able to chat with the star, take pictures and take home their own signed photo. More than 200 attendees braved the chilly temperatures to enjoy this exciting final installment of our movie night series. Overall, nearly 950 people enjoyed WPL's outdoor movie nights in our 2023 season.

LIBRARY GETS LOUD



In February 2023, WPL launched its popular Library Gets Loud Series at downtown's Phog Lounge. Affectionately nicknamed "Nerd Nights" by library staff, this series of outreach events featured library employees hosting themed trivia nights, making library cards and promoting library resources in a relaxed and casual setting. Venturing out from behind our walls into spaces that people don't generally associate with libraries is sometimes the best way to get new members! This series was so well-received that we've expanded it in 2024 to include spelling bees and more.

BETTY GOES SOLAR



Thanks to a generous partnership with St. Clair College Research and Innovation, WPL's electric outreach bike (BETTY) received some exciting enhancements in 2023. The goal of this project was to outfit the bike with off-grid charging solutions including solar panels that can charge passively throughout the day as well as a backup mobile generator and convertor for full power capabilities. The team that worked on the project hopes that BETTY continues to turn heads and show people how accessible renewable technologies can be.

Our Year

2023 Highlights

Top Five

Quick Facts

Customer Use Index

Just the Figures

WPL Board & Administration

LET'S TALK ENGLISH



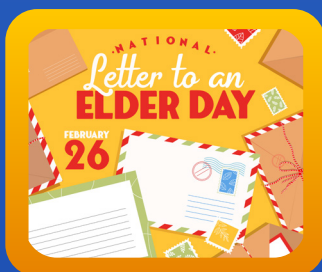
Engaging with and serving Newcomers continues to be an important way to connect with our community, and our English Conversation Circle programs are a vital part of this process. The popular Let's Talk English conversation circle originated at Central library and has now expanded to include 4 additional branches, an online component and a reading group. The successful program provides an avenue for those seeking to practice speaking English, make new friends and learn more about library and community resources. In 2023, over 3000 adults and teens took part in Let's Talk English sessions across the City.

GOING FINE FREE



In August 2023, the WPL Board voted to make its temporary Covid-related fine-free practice the official policy going forward. In doing so, WPL follows a large number of other public libraries across North America who have gone fine-free in an attempt to reduce barriers, grow membership and increase usage of library materials.

LETTERS TO ELDERS



This popular program made another return in February of 2023 as customers of all ages created letters, cards and pieces art to be distributed to seniors in our community. The Letter to an Elder program began during the height of Covid-19 when many elders felt the weight of isolation as social programs and visitation hours became inconsistent and unpredictable. Our community, many who felt isolated as well, used this program as a way to reach out by writing letters of encouragement, sending positive messages and making illustrations for our seniors. Though the pandemic is behind us, this wonderful program has continued to provide a sense of community and an opportunity to brighten the day of a senior in long term care. In 2023, a total 612 letters, cards and pieces of art were distributed to Windsor seniors.

LIVE MUSIC AT MUIR



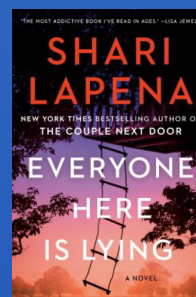
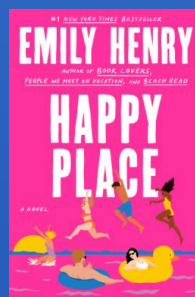
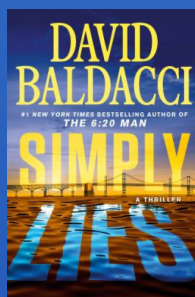
While its predominant use is obviously as a public library, the John Muir branch was also designed as a performance space. Throughout 2023, the Muir staff put this to the test by hosting a variety of popular live music events. The Old Time Music Café was a series highlighting the history of folk music in North America. Both dedicated folk music aficionados and newcomers to the genre enjoyed the opportunity to mingle and enjoy a bit of music history in the heart of Sandwich. Well-attended performances by local folk artist, Ron Leary, and Sandwich-born folk singer, Tom Markham, proved once again that a beautifully designed library can truly be a community gathering place.

Our Year	2023 Highlights	Top Five	Quick Facts	Customer Use Index	Just the Figures	WPL Board & Administration
----------	-----------------	----------	-------------	--------------------	------------------	----------------------------

TOP FIVE

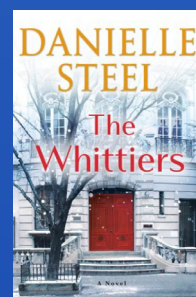
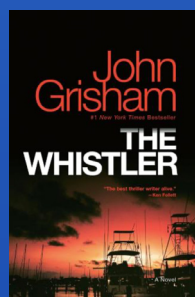
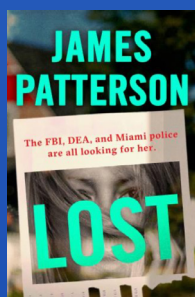
Top 5 Items Borrowed

1. Spare / Prince Harry, Duke of Sussex
2. Simply Lies / David Baldacci
3. Happy Place / Emily Henry
4. I Will Find You / Harlan Coben
5. Everyone Here is Lying / Shari Lapena



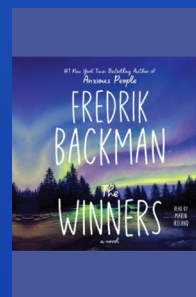
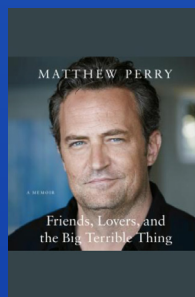
Top 5 eBooks Borrowed

1. Spare / Prince Harry, Duke of Sussex
2. Lost / James Patterson & James O. Born
3. The Whistler / John Grisham
4. Becoming / Michelle Obama
5. The Whittiers / Danielle Steel



Top 5 eAudiobooks Borrowed

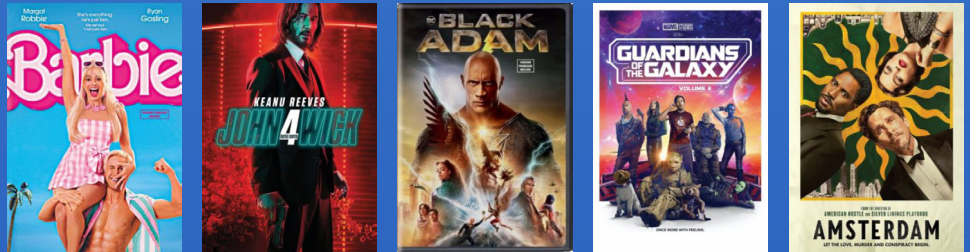
1. Becoming / Michelle Obama
2. Spare / Prince Harry, Duke of Sussex
3. Friends, Lovers, and the Big Terrible Thing / Matthew Perry
4. Im Glad My Mom Died / Jennette McCurdy
5. The Winners / Fredrik Backman



Our Year	2023 Highlights	Top Five	Quick Facts	Customer Use Index	Just the Figures	WPL Board & Administration
----------	-----------------	----------	-------------	--------------------	------------------	----------------------------

Top 5 DVDs Borrowed

1. Barbie
2. John Wick: Chapter 4
3. Black Adam
4. Guardians of Galaxy: Volume 3
5. Amsterdam



Top 5 Children's Fiction Borrowed

1. Dog Man: Twenty Thousand Fleas under the Sea / Dav Pilkey
2. Dog Man: Mothering Heights / Dav Pilkey
3. Dog Man: Grime and Punishment / Dav Pilkey
4. Big Shot / Jeff Kinney
5. Diper överlöde / Jeff Kinney



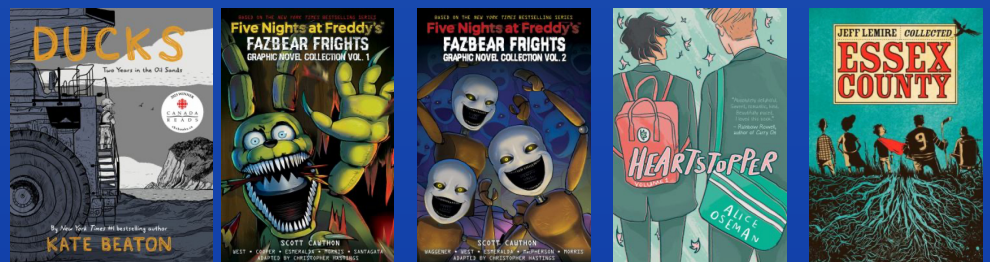
Top 5 Young Adult Fiction Borrowed

1. The Ballad of Songbirds and Snakes / Suzanne Collins
2. A Court of Thorns and Roses / Sarah J. Maas
3. A Good Girl's Guide to Murder / Holly Jackson
4. Five Nights at Freddy's: Fazbear Frights Graphic Novel Collection Vol. 1 / Chris Hastings
5. The Cruel Prince / Holly Black



Top 5 Adult/Young Adult Graphic Novels Borrowed

1. Ducks: Two Years in the Oil Sands / Kate Beaton
2. Fazbear Frights GNC Vol. 1 / Chris Hastings
3. Fazbear Frights GNC Vol. 2 / Chris Hastings
4. Heartstopper: Volume 1 / Alice Oseman
5. Essex County / Jeff Lemire



Our Year

2023 Highlights

Top Five

Quick Facts

Customer Use Index

Just the Figures

WPL Board & Administration

QUICK FACTS

**20
23** CIRCULATION
1,210,852

DIGITAL CIRCULATION
580,266

PRINT CIRCULATION
630,586

CARD HOLDERS
98,129

5.27 CIRCULATIONS PER CAPITA *

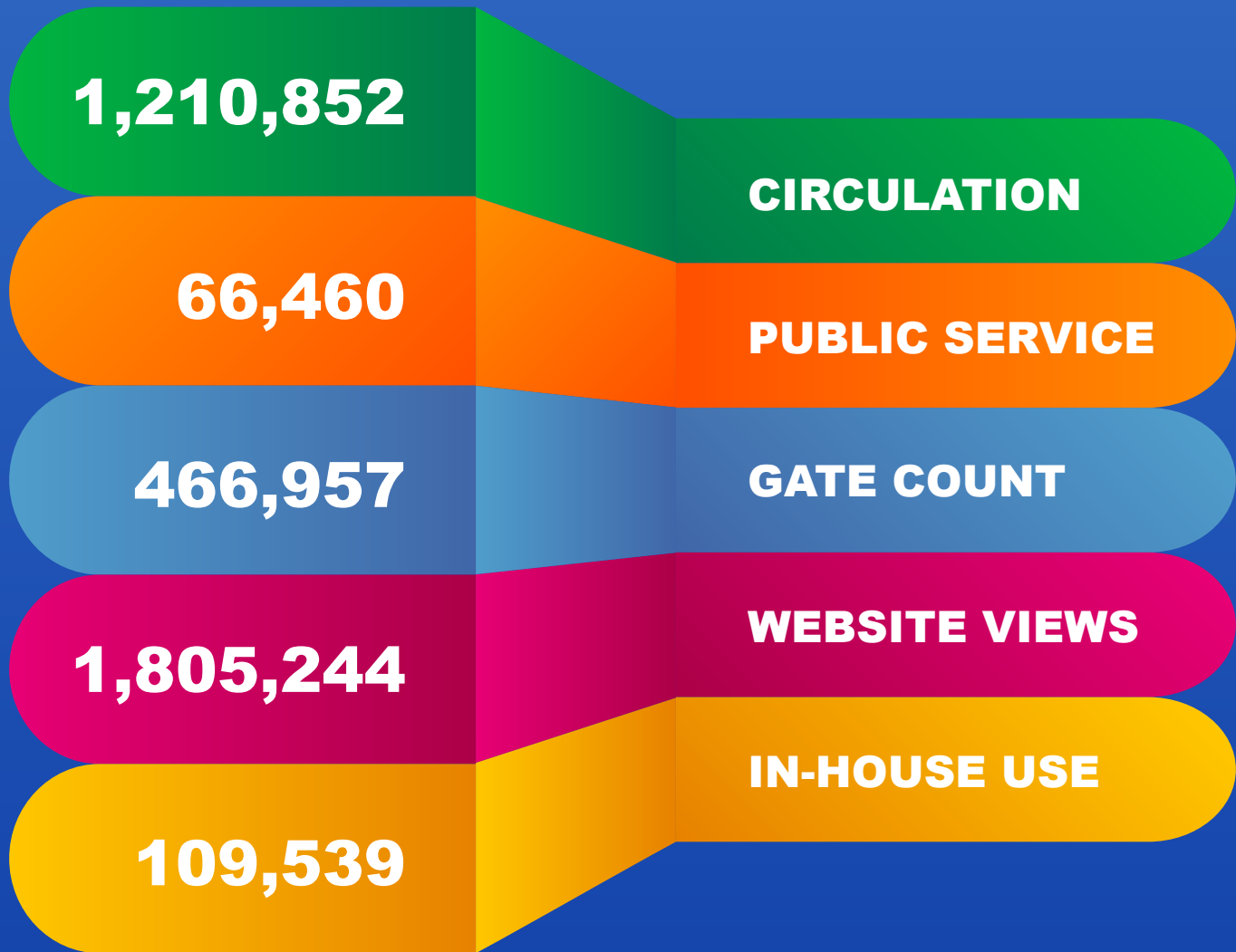
* Windsor Population : 229,660
2022 Census

Our Year	2023 Highlights	Top Five	Quick Facts	Customer Use Index	Just the Figures	WPL Board & Administration
----------	-----------------	----------	-------------	--------------------	------------------	----------------------------

CUSTOMER USE INDEX

CUI aggregates five key performance indicators into one statistic which is driven by how libraries are actually used. They are circulation, gate count, in-house use, public service and website usage.

WPL connected with customers 143.9 times per hour in 2023.



*** Service hours = 25,424 in 2023.**

Our Year	2023 Highlights	Top Five	Quick Facts	Customer Use Index	Just the Figures	WPL Board & Administration
----------	-----------------	----------	-------------	--------------------	------------------	----------------------------

2023 BUDGET*

Revenue



- **Municipal Contribution**
\$8,249,186
- **Provincial Grant**
\$629,183
- **Donations & Grants Revenue**
\$25,712
- **Fees Revenue**
\$156,300
- **Miscellaneous**
\$150,000

Expenditures



\$9,210,381

Staffing		\$6,467,234
Collections		\$961,989
Building Operations		\$361,594
Donation & Grant Expense		\$267,302
IT & Communications		\$233,630
Rent, Insurance, Utilities		\$446,217
General & Administrative		\$277,091
Program Expense		\$188,324
Transfer to Reserves		\$7,000

*Unaudited.

Our
Year

2023
Highlights

Top
Five

Quick
Facts

Customer
Use Index

Just the
Figures

WPL Board &
Administration

BOARD OF DIRECTORS

Councillor Renaldo Agostino
Nicole Daignault
Massimo De Menech
Marko Jovanovic
Councillor Kieran McKenzie (Vice-Chair)
Councillor Mark McKenzie (Chair)
Moustafa Yahfoufi

MANAGEMENT TEAM

Michael Chantler
Chief Executive Officer (A)

Dana Paladino
Chief Executive Officer (A)

Rachel Chesterfield
Manager, Financial Accounting

Sue Perry - *Manager, Public Services*
Leisa Pieczonka - *Manager, Public Services*
Christine Rideout-Arkell - *Manager, Public Services*

Tracy McManus
Manager, Human Resources

Daryl Hermann
Supervisor, Facilities

Krystal Jarrold
Administrative Receptionist